HEALTH INFORMATION TECHNOLOGY EXCHANGE OF CONNECTICUT
Board of Directors Meeting Minutes
Monday, November 21, 2011
4:30 PM – 6:30 PM

COMMITTEE MEMBERS PRESENT: Betty Jo Pakulis (representing Lt. Governor Nancy Wyman), Commissioner Jewel Mullen (Chair), Thomas Agresta (Vice Chair), Ellen Andrews, Ronald Buckman, Daniel Carmody (Secretary), Kevin Carr, Steve Casey, Peter Courtway, Mark Heuschkel, Brenda Kelley, John Lynch, Mark Masselli, Angela Mattie (phone), Barbara Parks Wolf

COMMITTEE MEMBERS ABSENT: John Gadea, Steven Thornquist, Victoria Veltri

HITE-CT: Lori Reed-Fourquet (Interim Executive Director), Saranne Murray (Shipman & Goodwin), Bruce Chudwick (Shipman & Goodwin), David Gilbertson (Chief Executive Officer)

STATE AGENCY REPRESENTATIVES: Meg Hooper (DPH), Marianne Horn (DPH), Kate Winkeler (DPH)

PUBLIC REPRESENTATIVES: Michael Bloom (Rome Smith Lutz), Scott Cleary (eHealth CT), Susan Israel, Ed Tierney (ContinueCare), Minakshi Tikoo (UCHC),

CALL TO ORDER
J. Mullen recognized a quorum and called the meeting to order at 4:30 PM.

HITE-CT BOARD OF DIRECTORS MEETING MINUTES – October 24, 2011
J. Mullen asked the Board to consider the minutes from October 24, and October 28, 2011.

MOTION: A motion was made and seconded by B. Kelley and J. Lynch, respectively, to accept the October 24, 2011 minutes. T. Agresta moved to amend the motion to revise the minutes to show that the presenter of the policy updates for the Legal and Policy Committee review was J. Lynch, not T. Agresta. The motion to amend was seconded by S. Casey. The Board voted in favor of adopting the revised Board of Directors meeting minutes from October 24, 2011. Motion passed.

MOTION: A motion was made and seconded by B. Kelley and L. Lynch respectively, to accept the minutes of October 28, 2011. Motion passed.

MOTION: M. Maselli moved to go into Executive Session at 4:40 to discuss the appointment and employment of Chief Executive Officer pursuant to Connecticut General Statutes §1-200(6)(A) and invited M. Hooper, M. Horn, K. Winkeler, B. Chudwick and S. Murray to attend. S. Casey seconded.
Motion to Move into Executive Session passed unanimously.

Executive Session ended at 5:45PM.

MOTION: R. Buckman moved to approve the employee agreement between HITE-CT and David Gilbertson as presented to the Board and authorized the Chair and Vice-Chair to execute and deliver the agreement and authorized Mark Masselli to clarify the two points that were made by the Board in Executive Session subject to the clarification of the points that have been raised. P. Courtway seconded the motion.

M. Hooper conducted a roll call vote: B. Parks Wolf abstained from voting. The following Board members voted to approve the motion: J. Mullen; B. Pakulis; T. Agresta; D. Carmody; J. Lynch; M. Masselli; P. Courtway; E. Andrews; K. Carr; M. Heuschkel; B. Kelley; R. Buckman; S. Casey; A. Mattie

S. Murray will make the changes on the two points that were raised in Executive Session and send to B. Chudwick. S. Murray was excused from the meeting.
HITE-CT BUSINESS
TREASURER’S REPORT (T. Agresta)
Total assets are $18,069 with current liabilities of $76,169. There is a current fund balance of minus $742,970. Still awaiting final transfer of funds from DPH that is going through a contract that is awaiting approval from the Attorney General’s office. Transfer of $1,000,000 plus is anticipated shortly.
MOTION: A motion was made and seconded by P. Courtway and D. Carmody, respectively, to approve the Treasurer’s Report. Motion passed.

INTERIM EXECUTIVE DIRECTOR CONTRACT EXTENSION
MOTION: A motion was made and seconded by D. Carmody and J. Lynch, respectively, to approve the extension of the interim Executive Director’s contract through 12/20/11. Motion passed.

VENDOR CONTRACT (L. Reed Fourquet)
An update was provided and the vendor is moving forward.

POLICY ON LITIGATION COSTS OF DIRECTORS, OFFICERS AND EMPLOYEES (B. Chudwick)
Under Section 125 of the Connecticut General Statutes, HITE-CT must indemnify its employers, its officers, employees and directors. This policy provides that HITE-CT will provide defense costs with certain exceptions.
MOTION: A motion was made and seconded by P. Courtway and J. Lynch, respectively, to accept this policy. Motion passed.

ADOPTION OF NON-DISCRIMINATION RESOLUTION (B. Chudwick)
HITE-CT is required to comply with the non-discrimination provisions in sections 4a-60 and 4a-60a of the Connecticut General Statutes. In order for DPH to enter into a contract with HITE-CT to provide the funding through the contract, a resolution must be adopted to satisfy that requirement.
MOTION: A motion was made and seconded by R. Buckman and S. Casey, respectively, to adopt this policy. Motion passed.

David Gilbertson joined the meeting and was introduced the the full Board.

POLICIES AND PROCEDURES REVIEW (J. Lynch)
The Legal and Policy Committee had reviewed ten policies and voted to recommend to the Board the adoption of those ten policies. The vote from the Legal and Policy Committee was not unanimous. There were negative votes on two of the policies.
MOTION: A motion was made and seconded by J. Lynch and D. Carmody, respectively, to adopt eight policies: Privacy and Security Policy, Identity Management Policy, Authentication Policy, Access Control Policy, Breach Notification Policy, Purpose of Use Policy, Affinity Domain Interoperability Policy and Information Security Policy.

M. Hooper conducted a roll call vote: E. Andrews voted not to approve the motion. The following Board members voted to approve the motion: J. Mullen, T. Agresta; D. Carmody; J. Lynch; M. Masselli; P. Courtway; B. Pakulis; K. Carr; M. Heuschkel; B. Kelley; R. Buckman; A. Mattie. Motion passed.

MOTION: A motion was made and seconded by J. Lynch and B. Kelley, respectively, to adopt the Consumer Authorization and Consent Policy. J. Lynch moved to amend the motion to include “health care consumer or authorized representative acknowledgement of the practices”. The motion to amend was seconded by B. Kelley.
M. Hooper conducted a roll call vote: E. Andrews and R. Buckman voted not to approve the motion. The following board members voted to approve the motion: J. Mullen; T. Agresta; D. Carmody; J. Lynch; M. Masselli; P. Courtway; B. Pakulis; K. Carr; M. Heuschkel; B. Kelley; A. Mattie. Motion passed.
MOTION: A motion was made and seconded by D. Carmody and J. Lynch, respectively, to authorize the Executive Committee to approve an interim DURSA/BAA for testing only. Motion passed.

STRATEGIES FOR EARLY ENROLLMENT OF PROVIDERS (D. Carmody)

MOTION: A motion was made and seconded by D. Carmody and J. Lynch, respectively, to authorize the Executive Committee to develop a DURSA for testing all applications. Motion passed.

MOTION: A motion was made and seconded by J. Lynch and Peter Courtway, respectively, to authorize the Executive Committee to develop and implement an early enrollment program. Motion passed.

HITE-CT BUDGET REVIEW (D. Carmody)

MOTION: A motion was made and seconded by R. Buckman and J. Lynch, respectively, to adopt the budget. Motion passed.

COMMITTEE REPORTS

Executive Committee (T. Agresta)
Covered in previous discussions.

Business and Operations Committee (J. Lynch)
K. Carr agreed to Chair this Committee and will call a meeting soon.

Finance Committee (D. Carmody)
Covered in previous discussions.

Legal and Policy Committee (J. Lynch)
Covered in previous discussions.

Special Populations Committee (B. Kelley)
No report

Technical Committee (P. Courtway)
P. Courtway reported there was significant progress with Axway. He confirmed use of distributed MPI model in order for the health systems to be able to control their own MPI within their systems.

Patient Privacy Committee (J. Mullen)
Planning for first meeting

PUBLIC COMMENT
Dr. Susan Israel spoke out against the “opt-out” policy and read a statement into the record.

ADJOURN

MOTION: A motion was made and seconded by J. Lynch and M. Masselli, respectively, to adjourn. Motion passed. The meeting adjourned at 6:55 PM.