COMMITTEE MEMBERS PRESENT: Jewel Mullen, MD, MPH, MPA (Chair), Thomas Agresta, MD (Vice Chair), Lisa Boyle, Esq. (phone), Daniel Carmody (phone), Peter Courtway, John Lynch, Mark Masselli

DPH REPRESENTATIVES: Meg Hooper, Marianne Horn, Sarju Shah, Warren Wollschlager

PUBLIC REPRESENTATIVES: Minakshi Tikoo (UCHC)

CALL TO ORDER
Dr. Jewel Mullen called the meeting to order at 2:00 PM.

REVIEW OF MINUTES
Mr. Lynch motioned to approve the March 14, 2011 Executive Committee meeting minutes. **MOTION:** Upon a motion made and seconded by Mr. Lynch and Dr. Agresta, respectively, the Executive Committee voted in favor of adopting the minutes from March 14, 2011. Motion Passed.

CONNECTICUT HITE STRATEGIC AND OPERATIONAL PLAN UPDATE
The HITE-CT RFP for HIE System Services was approved by DPH, Governor’s Office and ONC. The Technical Infrastructure Committee has revised the RFP’s timeline to accommodate the change in release dates. The Executive Committee will review the short list of vendors when selected.

REPORTS FROM COMMITTEE CHAIRS
*Technical Infrastructure Committee (Peter Courtway)*
Peter Courtway outlined the timeline of activities prior to selecting a vendor. Currently the Committee is developing a framework to evaluate the potential vendors, which will include several levels of review and an evaluation scorecard. This will then be presented to the Executive Committee for their review and approval.

*Legal and Policy Committee (Lisa Boyle)*
A personnel review panel of the Legal and Policy Committee interviewed three firms for the Legal Counsel RFP. **MOTION:** John Lynch moved that the Executive Committee move into Executive Session to discuss the proposals of the three firms and the recommendations of the Legal and Policy Committee regarding vendor selection. Dr. Agresta seconded. Motion Passed.

**MOTION:** Mark Masselli motioned to end the Executive Session and Dan Carmody seconded this motion. **Motion Passed.** The Executive Committee moved to adopt the Legal and Policy recommendation regarding vendor selection and will make this recommendation to the Board of Directors at the April 18, 2011 meeting. **MOTION:** The motion was made by John Lynch and seconded by Mark Masselli. **Motion Passed.**

The Legal and Policy Committee recommended that the HITE-CT look into purchasing Directors and Officers Insurance (D+O). **MOTION:** Mark Masselli motioned and John Lynch seconded the recommendation that HITE-CT purchase D+O insurance. **Motion Passed.**
Consent Policy Committee (Tom Agresta)
The Consent Policy Committee had a robust conversation surrounding Connecticut’s consent model. The Committee recommended the adoption of the consent model along with the following recommendations.

1. Change language around consent and move away from utilizing “opt-in” and “opt-out” language to more defined language of authorization, attestation, etc.
2. Develop a process by which we explore retrieval of information that informs patients that their information is being retrieved from the HIE and give them a right to “opt-out”.
3. Endorse and encourage the development of a robust educational plan and a team to be put in place to ensure that all stakeholders are informed.
4. Develop a strong framework that includes the workflow, audit trail, and access policies.
5. Develop a consumers’ Bill of Rights explaining what data will be in the exchange, where it will be located, and what it would be used for (include everything from consent, to whom can access be given and what are the consumer’s rights). This should be something standardized by HITE-CT to be given to patients as part of the HIE Agreement.

Additionally, the Committee believes it is the responsibility of the HITE-CT to educate the consumer and to collaborate with the REC to develop a multi-prong messaging campaign.

MOTION: John Lynch moved with a second from Mark Maselli to adopt the Consent Policy Committee’s recommendation to approve the Consent Policy with the aforementioned recommendations, and to present the Policy to the HITE-CT Board of Directors for final action at the meeting of April 18, 2011. Motion Passed.

LEGISLATIVE UPDATE
SB 1147 has moved to the Public Health Committee, and may be the subject of a public hearing. Reportedly, substitute language is being drafted. Executive Committee members asked Jill Kentfield to describe the legislative process and how best to communicate with legislators. A request was made to develop talking points addressing the impact of the bill. Peter Courtway will reach out to CHA regarding their position.

DPH AND HITE-CT COLLABORATION
The review of the draft document developed by DPH will take place at the next meeting on April 25, 2011.

CONSOLIDATION/COORDINATION OF STATE HIE PROGRAMS
Warren will represent DPH on the REC’s Advisory Board. DPH is currently coordinating and collaborating with the REC; however sharing a CEO will not be possible due to the fact they are two separate entities. The HITE-CT can further coordinate through a public relations campaign.

MOTION: The HITE-CT will reach out to the REC too ensure coordination of effort to increase efficiencies and eliminate redundancies. The motion was made by Dan Carmody and seconded by Mark Masselli. Motion Passed.

PUBLIC COMMENT
No comment

ADJOURNMENT
Upon a motion made and seconded by Mr. Lynch and Mr. Masselli, respectively, the Executive Committee meeting adjourned at 3:30 PM.