

## Board of Directors Meeting Minutes

September 2, 2020

4:00-7:00 pm

Regular Meeting

[Zoom Recording Link](#)

Meeting Materials can be found here: <https://portal.ct.gov/OHS/HIT-Work-Groups/Health-Information-Alliance/Meeting-Materials>

**Directors Present:** Allan Hackney, Mark Raymond, Allen Davis, Jill Hummel, Lisa Stump

**Opening, Roll Call, Opening Statement:**

Allan Hackney recognized a quorum and called the meeting to order at 4:06 pm.

**August Board Meeting Minutes**

**Motion:** Allan Hackney asked for a motion to approve the August meeting minutes. Mark Raymond created the motion. Lisa Stump seconded the motion. There was no further discussion. **Motion carried.**

**Meeting Agenda**

**Motion:** Allan Hackney asked for a motion to approve the September 2, 2020 meeting agenda. Allen Davis created the motion. Jill Hummel seconded the motion. There was no further discussion. **Motion carried.**

- I. Reports
  - a. Board Chair Report

Allan Hackney reported that the Board has appointed an interim executive director, Michael Matthews.

Allan acknowledged that this is the 12<sup>th</sup> Board of Directors Meeting. He commented that this is a milestone and there has been tremendous progress made towards the HIA mission and appreciates the continued support from all of the Board members.

Allan updated the Board on contracts, Memorandum of Agreements (MOA) and the IAPD:

**Implementation Advanced Planning Document (IAPD):** The IAPD submitted to CMS on July 21 for the FFY21 funding for Connie and The Dept. of Social Services (DSS) activities, received one question for clarification from CMS. The question was related to how we expect to transition from the end of the HITECH Act (expires Sept. 2021) into the Medicaid Management Information Services (MMIS) Federal funding programs.

**Memorandums of Agreement (MOA) #3.** This MOA between DSS and OHS allows OHS to draw funds for FFY20 was approved by CMS. There is ongoing activity to determine if we could take advantage of that approval.

**Memorandum of Agreement (MOA) #4:** This MOA pertains to FFY21 funding. There has been ongoing discussion with OHS and DSS during this past month. MOA #4 is progressing well, however one of the issues is to determine how the cash is going to move from CMS to DSS to OHS and then to the HIA, and finalization of performance milestones.

**Connie Seed Money Contract:** An amendment was put together reflecting the changes evolved as we bring forward the basic business operations of Connie. This amendment was finalized and approved. Connie is able to use the seed money up until the end of September.

**The Main Connie contract:** This contract reflects FFY21 activities. OHS's business office, General Counsel, and the Connie team is working on this daily and are focused on a few outstanding issues, but overall progressing well.

Allan shared that the SUPPORT Act MOA allows for the draw down of some funds that would help to start to lay the ground work for connecting electronic health record systems to the states prescription drug monitoring program (PDMP). The first activity focuses on conducting an architectural review of the PDMP technology functions and features.

Allan recalled to the board that DSS and Velatura conducted an intensive technology assessment of the Core Data Analytic Solution (CDAS) with our developer, UConn AIMs. Allan expects the report in next few weeks and will report to the Board when it is available.

b. Interim Executive Director Report

Allan welcomed the interim executive director, Michael Matthews. Michael appreciates the opportunity to reengage with CT. He enjoyed his tenure so far with CT and being a support to strategy and policy, and he is impressed with the assets the state has. Michael has spent more than 30 years in HIE, population health, and accountable care. Michael's primary job will be to support Michelle Puhlick, and the team and the work that they do, and to also work with the Board on strategic and policy issues.

Michael asked Allan to comment on the investment committee activities. Allan reported that John Vittner is on vacation this week, but he had asked that we do a brief update on milestones that investment committee agreed to. Allan shared an investment committee template for bond funding. He shared the five business and five technology goals.

Allan reported that ProHealth Physicians, Community Medical Group, and Signify Health are new participating organizations to the Connie.

Allan reported the Operations Advisory Committee held a meeting in August. The technical assistance program was discussed that was of great interest to the participants. Also, Alan Fontes led a demonstration and technical discussion regarding the CDAS that also generated a lot of interest and questions.

Allan updated the Board that there is progress with the transition with Project Notify that DSS uses for distribution for behavioral health admission discharge and transfer alerts. Notifications went out to participating organizations in this program that it will be shifted over to Connie by the end of the year. A few organizations responded positively that they have been interested and would like to be involved with other Connie activities.

#### c. Executive Director Search Committee Report

Mark Raymond reported that the search committee is continuing its executive director search. There are five interviews scheduled over the next two days. Mark commented there are a good set of candidates which have been screened by the search firm, and this will be the first opportunity to interact with the candidates. Mark added the committee is looking forward to bringing forth a recommendation to the board for consideration.

#### d. Finance and Audit Committee Report

Allan updated that the FAC action item was to schedule a review of the respondents to a request for quote for an independent auditor. This meeting is scheduled for September 18, and a recommendation will be brought to the Board to consider at the October meeting.

## II. Business Agenda

### a. Board Treasurer and Secretary

**Motion:** Allan Hackney asked for a motion that the Board table the election of the Board Treasurer and Secretary until October. Mark Raymond created a motion. Jill Hummel seconded. There was no further discussion. **The motion carried.**

### b. Approval: Interim Executive Director Authority

**Motion:** Allan Hackney asked that the Board delegate power to sign, acknowledge and deliver on behalf of the Corporation all deeds, agreements, checks and other formal instruments, and implementation of orders and policies of the Board to the Interim Executive Director, Michael Matthews, until such time as the Board appoints a permanent Executive Director pursuant to the recommendation of the Executive Director Search Committee. Such authority shall be subject to the input and control of the Board. Mark Raymond made a motion. Jill Hummel seconded. There was no further discussion. **The motion carried.**

### c. Discussion: Telemedicine & Advanced Directives

Dr. Tom Agresta and Rachel Rusnak from UConn Health shared a presentation on telemedicine and advanced directives, and a discussion ensued.

## III. Executive Session

**Motion:** That the Board, in order to ensure the confidentiality of responses until a contract is executed or negotiations for the award of such contract have ended, enter into executive session regarding responses to the *Health Information Integration Technology and Service* request for quote. Lisa Stump created a motion. Mark Raymond seconded. **None opposed.**

Allan invited Michelle Puhlick and Michael Matthews to join the executive session. The Board entered into executive session at 6:20 pm. The Board exited the executive session at 7:09 pm.

## IV. Adjournment

**Motion:** Allan Hackney asked for a motion to adjourn. Mark Raymond made a motion to adjourn. Lisa Stump seconded. **None opposed.** The meeting adjourned at 7:10 pm.

DRAFT