

Governance Design Group – Session #2
Meeting Agenda

Meeting Date	Meeting Time	Location – Zoom Web Conference
Wednesday, June 6, 2018	10:00 am – 11:30 am EDT	Webinar link: https://zoom.us/j/815997759 Telephone: (408) 638-0968 or (669) 900-6833 Meeting ID: 815 997 759

Design Group Members	
Lisa Stump, MS, RPh, Yale New Haven Health	Bruce Adams, JD, Office of the Lieutenant Governor
Patricia Checko, DrPH, Consumer Advocate and Public Policy Professional	Commissioner Roderick Bremby, Department of Social Services Representative (supported by Polly Bentley and Joe Stanford, as needed)
Jake Star, VNA Community Healthcare & Hospice	Bill Roberts, JD, Office of the Attorney General (on assignment from Shipman & Goodwin)

Design Group Support		
Michael Matthews, CedarBridge	Jennifer Richmond, HIT PMO	Sarju Shah, HIT PMO
Chris Robinson, CedarBridge	Grace Capreol, HIT PMO	Dino Puia, HIT PMO
	M.J. Lamelin, HIT PMO	Kelsey Lawlor, HIT PMO

Session 2 Agenda			
	Topic	Responsible Party	Time
1.	Welcome, Meeting Overview, and Introduction of Bill Roberts	Jennifer Richmond	10:00 AM
2.	Recap of Prior Meeting (May 23) and Approval of Meeting Summary	Design Group Members and Support Staff	10:10 AM
3.	HIE Governance Basics (continued from May 23rd meeting) <ul style="list-style-type: none"> • Principles • Trust • Policies & Procedures • Organizational • National Perspectives • State Perspectives 	Michael Matthews	10:20 AM
4.	Building Block Exercises and Discussion <ul style="list-style-type: none"> • Overview of all exercises • Critical Success Factors (exercise and discussion) <ul style="list-style-type: none"> • Characteristics of a Neutral and Trusted Entity (exercise and discussion) 	Michael Matthews	10:55 AM
5.	Meeting Wrap-up and Next Steps	Michael Matthews	11:25 AM

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Meeting Schedule:

- ~~Kickoff Meeting – May 23, 2018 (10am – 11:30am)~~
- Meeting #2 – June 6, 2018 (10am – 11:30am)
- Meeting #3 – June 14, 2018 (10am – 11:30am)
- Meeting #4 – June 27, 2018 (10am – 11:30am)
- Meeting #5 – July 11, 2018 (10am – 11:30am)

Meeting information is located at:

<http://portal.ct.gov/Office-of-the-Lt-Governor/Health-IT-Advisory-Council/Health-IT-Advisory-Council---Design-Groups>

Resources to be Reviewed for Meeting #3 (June 14, 2018)

- Meeting #3 Presentation and Agenda
- Trust Analysis Framework (Excel Document)
- Example documents from other states (Virginia and Michigan), including:
 - Trust Agreements
 - Operating Policies and Procedures
 - Data Use Agreements