

## **HAWAII HEALTH INFORMATION EXCHANGE**

### **Board Meeting Minutes Tuesday, May 18, 2010 HPH – 55 Merchant Street, 27<sup>th</sup> Floor Conference Room**

#### **Attendance**

Members Present: Beth Giesting, Skip Keane, Emmanuel Kintu, Roy Magnusson, Steve Robertson, David Saito, Christine Sakuda, Jim Tollefson, Raymond Yeung, Jeffrey Yu

Member(s) Present Via Conference Call: Francis Chan, Susan Forbes, Wesley Lo, John McComas

Member(s) Absent: Money Atwal, Jennifer Diesman, Janet Liang, Gary Okamoto, Kevin Roberts, Barbara Stanton, Lisa Wong

Liaison(s): George Underwood from Tripler

Guest(s): Deane Neubauer  
Al Ogata from HMSA  
Brian Rothe from Castle

#### **I.– Call to Order**

Meeting was called to order at 9:10 am and a quorum was established.

#### **II. – Approval of the Board Meeting Minutes**

The minutes of the March 9<sup>th</sup>, 2010 Board Meeting were reviewed.

ACTION TAKEN: A motion for approval of the minutes as distributed was made by J. McComas and seconded by D. Saito.

Motion passed unanimously.

#### **III. – Financials**

Money Atwal was not present at this meeting. No update was given on financials.

#### **IV. – Executive Director Update**

##### 1. Staffing

The HIE Project Manager and Executive Office Manager positions are still vacant due to recent resignations. An emergency Executive Committee meeting was held to revise the strategic plan. The Board is working to recruit aggressively with Bishop & Co. to fill the positions within the next couple weeks.

2. State HIE Grant  
C. Sakuda attended the first State HIE Grantee meeting in Washington, D.C. from May 10<sup>th</sup> to May 12<sup>th</sup> – Mark Anderson, the ARRA coordinator and state HIT coordinator was not able to attend.
3. REC Grant  
Due to a budget cut of 50% by ONC, C. Sakuda will work with stakeholders to revise budget, strategic and operational plans. C. Sakuda will distribute key activities and timeline subsequent to refining the operating plan budget.
4. Medicaid  
Randy Chow will draft preliminary Medicaid HIT plan, which needs to be approved by CMS to release Medicaid dollars. J. McComas will contact R. Chow to offer assistance in an effort to speed up completion of the document. After R. Chow submits the plan, a 30-day turnaround is expected for approval of plan. C. Sakuda will clarify with R. Chow on the process and track as best as possible. Medicaid's 10% required local match can be monetary or in-kind.

## **V. – Strategic and Operational Plans**

1. Preliminary Draft  
The Board reviewed a draft of the Strategic Plan (Exhibit “A”) created by Deane Neubauer. There was much discussion on the wording of the vision, goals, and principles. The Board will review the plan and contact D. Neubauer with suggested changes and additions to strategic plan vision, goals and principles by Friday May 21, 2010. The Board was encouraged to come up with use stories to include in the plan to demystify the document for stakeholders. Surveys will be sent via Survey Monkey to independent providers and non-independent providers by next week to meet the readiness provision of scan.
2. Domains  
The state must approve the strategic and operational plan prior to submitting to ONC. Five domain committees were created to provide high interactivity. Each domain committee will have a minimum of five meetings to frame the issues, discuss substantive content, and approve a strategic plan. The fourth and fifth meetings will include stakeholder groups. Domain committee meetings will be opened to broad stakeholder groups in weeks 10 and 12. We are currently in week 8, and domain committees meetings are attended only by Board members. C. Sakuda briefly covered the HIE timeline. A HIE Finance Expert will be available in June to advise on the business and financial model. The Finance domain will probably lag behind other domains, as the finance budget can only be determined subsequent to planning tactical approach. C. Sakuda will go to the neighbor islands during Week 11 to get input from neighbor island stakeholders. C. Sakuda will update domain committees on Excel file to reflect Data Access and Management Committee as a separate domain.

The governance committee has reviewed the draft charter, which includes the ONC plan requirements and committee responsibilities. The committee will review the bylaws after the first six months, when planning is complete.

ACTION TAKEN: A motion was made by J. McComas and seconded by B. Giesting to consider the next fiscal year as the first full year of the Board, with rotation occurring at that point.

Motion passed unanimously.

ACTION TAKEN: A motion was made by R. Magnusson and seconded by E. Kintu to establish the Governance Committee as the nominating committee for the Board.

Motion passed unanimously.

#### **VI. Other Business / Reports / Announcements**

An updated “Board of Directors Meeting Schedule for 2010” was distributed (Exhibit “B”).

No other business, reports or announcements.

#### **VII. Next Meeting**

The next regular Board meeting is scheduled for Tuesday, June 15, 2010 beginning at 9:00 am at the HHIE offices on the 13<sup>th</sup> Floor of the Pioneer Plaza Building.

#### **Adjournment**

Meeting adjourned at 10:22 am.

Minutes prepared by: S. Keane from notes provided by Roniza Trinidad