

HAWAII HEALTH INFORMATION EXCHANGE

Executive Committee Meeting Minutes Wednesday, November 3, 2010 HPH – Conference Room 55 Merchant Street, 27th Floor

Attendance

Members Present: Skip Keane, Steve Robertson, Christine Sakuda, Raymond Yeung

Member(s) Present Via Conference Call: Jennifer Diesman, Jeffrey Yu

Member(s) Absent: Money Atwal, Susan Forbes, Gary Okamoto

Guest: Kim Laukala, HPH

I. – Call to Order

Meeting was called to order at 10:10 am.

II. – Executive Director Update

Executive Director briefed the committee on the following:

State HIE Update:

- The State HIE has had a lot of activity focused around joint State and RFI issues. The goal is to have the RFP out and to be soliciting bids by January. The Technical committee will be meeting tomorrow, Thursday, November 4th to review the RFI proposals that have been submitted.
- HHIE is still in contract negotiations with Alton Hunt Flooyd & Ing for legal counsel. The proposal that came back from Alton Manatt was \$400,000 more than budgeted. (Budget is less than \$50,000 for the first year). HHIE is looking at ways to coordinate legal policy meeting before Thanksgiving.
 - The Committee agreed that HHIE needs to insure we have the proper checks and balances in place to ensure proper analysis is done.

REC Program Update:

- Currently REC has 5 providers signed. HPREC has agreed to waive the fee for the first 20 providers.
- The Executive Director stated that she has been working with the new Beacon Staff and HMSA as a part of the HPREC outreach strategy on the Big Island to assist providers with Meaningful Use.

- Schedule association meeting such key physician organizations as the East and West Hawai'i IPA and Fove Mountain.
- Technical assistant hired by Mountain Pacific are going out to their individual islands to assist in the marketing process.

Beacon may be able to contribute towards the REC \$500/provider fee to help providers on the Big Island meet Meaningful Use. Beacon's plan to help providers reach Meaningful Use on the Big Island is still in development so they are looking to HHIE for assistance and to partner with HHIE.

The Executive Director also spoke about the HHIE Budget. There is a Finance Committee meeting schedule to follow the Board meeting next Tuesday. Currently HHIE is under budget by approximately \$80,000. So far we have drawn down for the State HHIE grant \$452,000 and for the REC grant \$100,000. However we have spent \$24,600 more in the REC program. These monies were borrowed from the operating account and will be paid back once the restriction is lifted. The plan is to have release of core funds by the end of the week.

HHIE is also applying for indirect rate of 19%.

There are no expected recurring expenses for the next two months.

HHIE is applying to Kaiser for a \$50,000 unrestricted grant to bring the unrestricted funds to \$125,000.

The projected expenses for the next 2 years should be covered by the budget.

Currently HHIE does not have full funding to cover everything that it has determined needs to be done. ONC has expressed concerns about this issue.

Other issues:

- Manatt has been assisting HHIE to clean up the state HHIE plan and ONC has been appraised of this.
- DR Fortress has expressed that they are willing to provide us a core network switch. They are very interested in supporting the State HHIE program.
 - The EC members expressed concerned about accepting material donations by vendors prior to selecting a solution provider through a fair and transparent process. It was agreed that such donations would not be accepted without such due process.
- Dr. Ed Montell has accepted the invitation to join the Board. HHIE has also received acceptance signatures from Dr. Kenneth Fink and interest to participate from Lorrin Kim with DoH.
- The Executive Director will be adding a standing EC Update and include the minutes of these meetings to the Board of Directors agenda for each meeting.

III. – Governance

Goal for the next Board of Directors meeting is to ‘pick straws’ to determine the rotational cycle of the Board Members. The reason for this is to set a staggered rotation for the Board members. Board members will draw a number and this number will determine if their current term will be a 1, 2 or 3 year term. The 2010 – 2011 fiscal year will count as the first year of their term. For Board members who draw a 1, their current term will end at the end of the current fiscal year (June 2011). Per the By-Laws, Board members may serve 2 consecutive 3-year terms. If a Board member is not present or is present via conference call, the Board will draw their term number for them. If a Board member wishes to extend their term, they can submit their name to the Nominating committee for re-election to the Board.

The Governance Committee Chair will lead a discussion on the standard nominating process. At the end of the first and second year cycles, this process will be reviewed.

Susan Forbes stated at the Governance committee meeting that she will be retiring from the board and will announce it at the next Board of Directors meeting.

There will be no more permanent members of the Board. HHIE hopes that the community stakeholders and key members will want to continue to participate as they are vital to HHIE.

IV. – Lab Collaboration in HHIE Preparation

A brief discussion about what is going on with regarding to the Labs. CLH and DLS are the two labs that are mostly involved with HHIE. They are trying to reach out to the other labs and will be having a meeting this Friday. It will be a neutral forum where the different labs can discuss technical issues and collect an inventory of what information is already out there. This group will work with the HHIE to ensure that they are ready for the items on the RFI.

The Committee discussed the presentation that Hilton from HMSA gave. The Committee would like to have this presentation given to the Board of Directors at a special meeting in December. The Committee would like to see if it is possible to have a group discussion for the Board of Directors after the presentation to discuss any data requirements that may come up.

V. – Next Meeting

November 17, 2010 at 12:00 noon, Alii Place – 11th Floor

V. – Adjournment

Meeting adjourned at 11:15am.

Minutes prepared by: Kim Laukala