

Board of Directors Meeting Minutes (UNAPPROVED)
Tuesday, March 8, 2011
HHIE Conference Room, 13th Floor – Pioneer Plaza
900 Fort Street Mall, Suite 1300

Attendance

Members Present: Francis Chan, Skip Keane, Emmanuel Kintu, Roy Magnusson, Gary Okamoto, Kevin Roberts, Steve Robertson, Christine Sakuda, Peter Sybinsky, Jim Tollefson, Raymond Yeung and Jeffrey Yu.

Members Present Via Conference Call: Jennifer Diesman, Janet Liang, Wesley Lo, Edwin Montell, David Saito and Barbara Stanton.

Members Absent: Money Atwal, Beth Giesting, John McComas and Lisa Wong.

State Coordinating Health IT Committee: Lorrin Kim, DoH

Guests: Peter Bryant-Greenwood, Hawai'i Pathologists' Laboratory, LLP
Leroy Nicolas, Hawai'i Pathologists' Laboratory, LLP
Victor Rodrigues, Aloha Care on behalf of John McComas – Via Conference Call
Kim Laukala, HPH
Ai Lee Wong, HHIE

I. – Call to Order

Meeting was called to order at 9:06 am by Steve Robertson and quorum (14 members) was established.

II. – Approval of Board Meeting Minutes

Minutes of the January 11, 2011 meeting were reviewed.

ACTION TAKEN: A motion for approval of the minutes as distributed was made by E. Kintu and seconded by R. Yeung. Motion passed unanimously.

III. – Financials

C. Sakuda gave an overview of the financial report (Exhibit "A"). Among the highlights were the following:

- HHIE received notice that the State HIE Plan was officially approved and funds are released as of today.
- HHIE is currently operating under budget for both the State HIE and REC programs.
- Over the next four year program, HHIE is required for state match of \$2.4 million.
- HHIE exceeded its in-kind match for board committee meetings for the programs this fiscal year. Any overage will be carried over to the next fiscal year.
- The REC program budget is divided into Core and Direct services.

- The original REC budget was awarded for two years but at its 1st review in January, ONC expanded the REC program funding for direct services to four years. ONC understood the hardship with signing up of 1,000 PPCPs in two years.
- However, HHIE's REC original budget for core services budget remains for two years. At the end of its bi-annual in 2012, the program will be evaluated to approve funding for year three and four.
- HHIE's current matching plan derives from board and stakeholders' time spent on HHIE's programs at committees meetings, as well as from provider groups (i.e. Hawaii IPA) combined efforts to achieving Meaningful Use (MU). The Executive Director is looking to work with providers and leverage partners on fees as matches.

IV. – Executive Director Update (Exhibit “B”)

Admin Update: The Executive Director advised that ONC will be coming out on March 14th – 16th for technical assistance and to review/pre-audit the operational policies and procedures for the programs. This is a service ONC offers and HHIE felt it would be beneficial. Job descriptions for the four budgeted open positions will be posted on the HHIE website.

State HIE Update:

- The State HIE plan has been officially approved. Refer to the timeline diagram (Exhibit “C”) for the aggressive RFP process due dates.
- The plan to go-live with secure messaging in November 2011 is still on track.
- Greg Suenaga is currently working on the RFP.
- The Data Sharing Agreements are being reviewed.

State REC Update:

- Currently there are 108 PPCPs signed up. The forecast is to have 229 PPCPs signed up by the end of February 2011. Staff is working aggressively to get the remainder signed up and the Executive Director feels that the numbers will be very close by the end of the month.
- The agreement with UH TIPG has been executed and they can now begin to sign up PPCPs in the Pacific territories.
- Leveraged partner, TeamPraxis agreed that they could get their 75 PPCPs signed up by the end of March, which will bring the total PPCPs to 200. They will be supporting Allscripts EHR.
- HHIE working with leveraged partner, eQHIP, similar to TeamPraxis, is in process of signing up PPCPs and providing the \$500 matching in in-kind services.
- A list of pre-qualified vendors will be posted on the website. To be a pre-qualified vendor, the vendor must be on the national certified EMR list.
- HHIE to get support from DoD to present to the Board's preferred vendors. **ACTION:** Beth Eaton to contact board (i.e. Castle and Virginia Pressler) to secure date and time to outreach and present to the BoD stakeholders and businesses.

Beacon Update:

- Clinical Transformation (CT) plan continue to progress.
- Per ONC recommendations, HIT/HIE strategies are premature and are on hold pending development of a robust clinical intervention plan.
- Upon completion of this plan, and HIT/HIE strategy will be developed.
- Discussions on Implementation of EMR, REC and sustainability opportunities. **ACTION:** Christine Sakuda to make contact with the Finance Committee to discuss.

V. – Committee Updates

1. Executive Committee:

- David Saito was invited to present to the Executive Committee on the Pali Momi's Physicians Group's position with the HIE program. Also to discuss the possibility of being a pilot with HHIE. The Executive Committee was in full support of these efforts.

2. Governance Committee:

- The committee met in February and is proposing the attached Nomination Process (Exhibit "D"). The timeline will be updated by the committee as needed. The current nominating committee is made up of Lisa, David, John and Wes (members who are not up for re-election this year). Lisa volunteered to chair the committee.
- Committee has determined that the use of a secret ballot would be the best way to proceed with the voting at the July annual meeting.
- The committee decided to go forward and add a Pharmacy representative to the Board of Directors and is hopeful to have a representative to vote on at the May meeting.
- The committee also recommends reviewing of the Bylaws on attendance at the May board meeting to be voted at the July annual meeting.

ACTION TAKEN: A motion was made to approve the (1) Nomination Process and to (2) use the secret ballot voting system at the May 10th Board Meeting by P. Sybinsky and seconded by G. Okamoto. Motion passed unanimously.

3. Finance/Audit:

- ONC is scheduled to come out March 14th – March 16th to review policies and procedures in preparation for financial/A133 audit which is scheduled for June.
- This committee is also developing short/long-term sustainability plans.
- Any necessary Policy & Procedures will be voted at the May meeting.

4. Technical Infrastructure/Data Access & Management:

- Technical – J. Yu
 - Go live with secured messaging in November 2011.
 - Next Technical committee meeting is March 17th.
 - RFP process by August.
 - Waiting for final guidance from ONC
- Data – R. Yeung
 - HL7 is standard for sharing data for most health care systems.
 - Working on how to share data items format through HIE. To be discussed at the Technical Committee meeting on the 17th.
 - Working with the different source such as the Physician Advisory Group, labs, payers and policy working groups to determine how it will look like.

5. Legal Policy Committee:

- Drafting Business Associate Agreements (BAA) and Data Sharing Agreements (DSA) is on track.
- Continue to work with legal counsel on opt-in/opt-out issues.

- Committee has been tracking relevant legislation (Exhibit “E”) and of main concern is the SB1401 which will support DHS in advancing the Medicaid HIT Plan.
- No comment from Lorrin Kim on the development of the Medicaid HIT Plan. E. Kintu stated that it is still in work in progress.

ACTION TAKEN: A motion was made for the Board of Directors to allow the Executive Committee the authority in the interest of HHIE to submit testimony to the legislation was made by G. Okamoto and seconded by J. Tollefson.

Motion passed unanimously.

6. Physician Advisory Group:

- Co-chaired by David Saito and Gary Okamoto.
- Group currently has twelve physicians that have agreed to participate.
- Planning a meeting in April to provide the PAG with an overview of Meaningful Use and the initiatives of the HHIE.

V. – Other Business

Please remember to continue to track your time spent on HHIE projects/committees.

Christine Sakuda updated on insurance exchange.

VI. – Adjournment

Next meeting: May 10, 2011 at 9:00am at the Queens Conference Room B in Ali'i Place on Alakea Street.

Meeting adjourned at 10:05am

Minutes were reviewed and approved by: Skip Keane from notes provided by Ai Lee Wong and Kim Laukala.