

MINUTES

Health Information Technology and Transparency Advisory Council and Ad Hoc Expert Meeting

Georgia Department of Community Health
2 Peachtree Street, 5th Floor Overflow Board Room
September 17, 2008
1:00 P.M- 3:00 P.M.

Members Present

Eleanor Brown
Joel Schuessler

Patty Lavelly

Martha Okafor

Via Conference Call

Denise Watson

DCH Staff Present

Rhonda Medows, M.D.
Alicia McCord-Estes

Denise Hines
Altamese Morris

Doris Konneh
Renea Steele

Guest Presenters

Gwendolyn Glover, Chatham County HIE Grant Awardee

Nancy Austin, Washington County HIE Grant Awardee

The meeting was called to order by Renea Steele, Director, Office of Health Information Technology and Transparency (OHITT), at 1:00 p.m. The meeting was held in the 5th Floor Overflow Board Room at DCH, 2 Peachtree Street, NW, Atlanta, Georgia, 30303. Since a quorum of the Board was not present, neither the August meeting minutes nor the bylaws were reviewed or approved.

Rhonda Medows, M.D., Commissioner of the Department of Community Health (DCH) introduced the new term Advisory Board member officer appointments:

- Chairman – Patty Lavelly
- Vice-Chairman – Jack Chapman, M.D.
- Secretary – Denise Watson

Alicia McCord-Estes, OHITT Program Director, gave a brief overview of the Health Information Exchange (HIE) Program. Mrs. McCord-Estes explained that the HIE Awardees were required to present quarterly updates. Nancy Austin from Washington County and Gwendolyn Glover from Chatham County gave their quarterly updates.

Washington County's updates included the current state of their project, next steps, and barriers.

Current State

- Developed requirements
- Interviewed 15 vendors; eliminated most of them

- Developed technical selection criteria
- Developed methodology to view and interpret applicability of design innovations
- Developed ROI interpretation model

Next Steps

- They have multiple vendors and are continuing to go forward with demos, either remote or onsite, for vendor selection
- RFPs will be distributed over the next week (TRICOL).
- The Executive Committee and Collaborative will meet in October to choose a vendor.

Barriers

- They have a small contracted IT Department.
- Their current system, the AS400, is limiting.
- Most vendors will not look at a project for less than \$1,000,000.

Chatham County's update includes a discussion of their deliverables and lessons learned.

Deliverables

- Functional Model of HIE for CCSNPC
- Outline of technical infrastructure options
- Detailed RFP for HIE including list of viable vendors
- Stakeholder education on national best practices
- Recommendations for HIE governance
- Top 3-5 benefits of HIE for CCSNPC and outline method for conducting an ROI study
- Summary of how consumer privacy and HIPAA compliance are addressed
- Optional Phase 2-Year 2: Manage the HIE vendor RFP process

Chatham County has started ED Patient Information "Exchange" within their network of facilities: Community Health Mission, Chatham County Health Department, Curtis V. Cooper Primary Health Care, St. Joseph's/Candler Hospital System, Memorial University Medical Center, Union Mission J.C. Lewis Health Center, and St. Mary's Health Clinic. They are now able to receive patient information.

Lessons Learned

- Diverse partnership with partners at various stages of EMR Adoption requires a unique approach
- Safety Net partners' budget constraints limit ability to move rapidly toward HIE
- Volunteer clinics have special challenges in funding and operationalizing EMR and HIE
- Incremental approach to HIE technology is best in financially challenged environment

- Earning community commitment through demonstrating ROI and value of HIE/EMR adoption to others
- Important to support early adopters for a more efficient and effective system

Alicia McCord-Estes read a statement giving updates from East Georgia Healthcare. She stated that final reports from all Year 1 Awardees will be due in November. After all updates from the Year 1 HIE Grant Awardees, Ms. McCord-Estes gave an update on the Year 2 HIE Grant Program as followed:

- Number of Letters of Intent to Apply - 8
- Number of Applications Received - *TBD*
- Grant Evaluation Team
 - 3 HITT Board Members
 - *Eleanor Brown*
 - *Martha Okafor*
 - *Diane Turcan*
 - 2 DCH Subject Matter Experts
 - *Sonny Munter, CIO*
 - *Charles Owens, Director Office of Rural Health*

Timelines for the Year 2 HIE Grant Program follow:

- Due Date for Applications - 9/15/2008
- Minimum Mandatory Requirements Review Orientation for Evaluation Team – Week of 9/15
- Applications Review and Individual Scoring – 9/18 – 10/2
- Consensus Scoring Meeting – 10/3
- Recommendations to Commissioner – 10/6 – 10/10
- Grant Award Announcements – 10/20

Next Steps for the Year 2 HIE Grant Program:

- Kick-off Meetings – Week of October 20 -24
- Monthly Status Reports/Invoicing
- Presentations to the HITT Advisory Board –
 - November 19, 2008
 - March 2009
 - June 2009
 - September 2009
- Mid-Year Assessments by DCH – April 2009
- Final Reports of Accomplishments – November 2009

The updates on the HIE Grant Program were followed by department updates on the various ongoing initiatives within the OHITT. Ms. Doris Konneh, Project Manager, gave an update on the Health Information Security and Privacy Collaboration. She started with a brief breakdown of the suggestions the Board members had made in the August meeting regarding how to get information out about HISPC.

Ms. Konneh then discussed the following proposed schedule for the **project deliverables**:

- Develop messages with Security and Privacy Steering Committee – **September - November 2008**
- Develop consumer outreach/education campaign – **November 2008**
- Launch consumer outreach/education campaign – **December 2008**
- Launch security and privacy Web site – **December 2008**
- Host outreach/education forums – **January – March 2009**

The **strategic plan** for engaging the Board members follows:

- **September** - Create Speakers Bureau
- **October** - Approve Messages to be Delivered
- **November** - Participate in Training on Message Delivery Methods
- **December** - Finalize/Establish Dates for Outreach/Education Forums

Next Steps

- **September/October** - Disseminate Consumer Questionnaire
- **October** – Approve Draft Messages
- **November** – Participate in Speakers Training Workshop
- **December** – Approve Logistics for Outreach/ Education Forums
- **January 30 – March 16, 2009** – Hold Outreach/ Education Forums

At the end of her presentation, Ms. Konneh passed around a sign-in sheet requesting all Board members to volunteer to make presentations on security and privacy of electronic health information at various venues.

Renea Steele gave an update on the Transparency Web site. She briefly talked about the key accomplishments and the next steps.

Key Accomplishments

- Submitted production data files to IBM to support finalized Phase 1 requirements
- Completed the final Web site high-level design
- Completed the Master Test Plan including Acceptance Test Plan
- Conducted detailed planning sessions for October prototype launch
- Planned launch of web-based consumer survey
- Approved technical architecture model

Next Steps

- Submit remaining Phase I production content
- Finalize build and detailed design
- Prepare for system testing
- Finalize prototype and prototype launch activities
- Access technical environments
- Begin gathering results of web-based consumer survey
- Begin detailed planning sessions for Operations Support of Phase I

With no further business to be brought before the Health Information Technology and Transparency Advisory Board, Renea Steele adjourned the meeting at 3:00 p.m.

THESE MINUTES ARE HEREBY APPROVED AND ADOPTED THIS
_____ DAY OF _____, 2008.

Patty Lavelly, Chairman

Jack Chapman, M.D., Vice-Chairman