

MINUTES

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

Georgia Department of Community Health
5th Floor Overflow Conference Room
January 17, 2007
9:00 A.M. - 4:00 P.M.

Members Present

Jeffrey Broka	Dr. James Buehler	Marsha Burke
Robert W. Bush	Dedra Cantrell	Dr. Jack Chapman
Tod Citron	Monye Connolly	Chris Downing
Greg Fields	Michael Heekin	Honorable Judson Hill
George Israel	R. Scott Leavell	Patricia Massey
Dr. William McClatchey	Doug Moses	Glenn Pearson
Dr. Winston Price	Dr. Louvenia A. Rainge	Gayle Ransom
Russell Williams		

Chairperson Russell Williams called the meeting to order at 9:15 a.m., at the Georgia Department of Community Health located at 2 Peachtree Street, N.W., Atlanta, GA 30303 in the Fifth Floor Overflow Conference Room. A quorum of the board was present.

The meeting commenced with the Chairman motioning to approve the December 13, 2007 minutes, but General Counsel Charemon Grant of the Department of Community Health suggested at the Chairman's pleasure to defer the approval of the minutes to allow review of proposed Board By-Laws. Mr. Robert Bush reviewed the proposed Board By-Laws and noted two (2) points of interest.

- Article, 5, Section 4 / Definition of A Quorum
- Article 5, Section 6 / Roberts' Rules of Order

Vice Chairperson Chris Downing motioned to approve the HITT Board By-Laws, Mr. Bush seconded the motion, and the By-Laws were approved. The Chairman motioned the December 13, 2006 minutes to be approved; the motion was seconded and approved. The Chairman requested a volunteer to serve as Secretary for the HITT Advisory Board. Ms. Patricia Massey volunteered to serve in this position.

General Counsel Grant reviewed the Department of Community Health's Public Records and Open Records Policy, Code of Ethics and Conflict of Interest Policy and the

Statewide Travel Regulations. The Chairman inquired how to address HITT Board media queries and was advised that all Board members refer such queries directly to one of the following DCH staff: Amanda Seals, Director for Communications; Sonny Munter, Chief Information Officer; or Charemon Grant, General Counsel. Vendor contacts/queries, due to Procurement Ethics and enforced by the Georgia Department of Administrative Services, should be directed to the General Counsel's Office as well.

Chairperson Williams then reviewed his letter to the Board, dated December 29, 2006. The document outlines the Board's objective, as well as, the Department of Community Health's expectations. Concerns were shared regarding clarity as to the Department's role versus the role of the Board. (i.e., Board advising Department rather than Board developing outlined objectives).

The Chairman noted that in order to design a Georgia HITT infrastructure, the Board requires education in identifying pilot program initiative(s), awareness of the type of resources currently available, reviewing other state initiatives, etc. It was determined various guest speakers would be needed to address and facilitate the Board in their decision-making efforts. Mr. Michael Heekin provided a brief overview as to how Florida promoted/executed its HITT infrastructure (i.e., create a Mission Statement, socialized with various health associations and establishing strategic frameworks, etc.).

Mr. Jeff Broka presented two (2) potential HITT Board Mission Statements. The Mission Statement motioned for approval was:

“To provide leadership and encouragement in developing collaborative statewide initiatives that enhance the quality, safety and transparency of health care by promoting cost-effective and secure adoption of information technology, which ultimately improves the health of Georgia citizens.”

Chairman motioned to amend the last sentence clause with “...that ultimately improves the health of Georgia's citizens”. The amended Mission Statement was motioned for approval, seconded and approved.

The Chairman approved the Standing subcommittees as defined by the sign-up sheets and welcomed the Board and Ad Hoc Members serving on either or both Standing Committees. Both committees met that afternoon and reported the following summaries:

- Transparency Standing Committee
Vice Chairperson Chris Downing was elected as Committee Chairman and the Committee Secretary has yet to be nominated. Mr. Wayne Oliver presented a brief summary of the committee's meeting. His summary included a high level description of potential transparency web site features discussed by the committee

on cost and quality information, average charges to pharmacies and identifying other health resources.

- Health Information Exchange (HIE) Standing Committee
Mr. Robert Bush was elected as Committee Chairman and Mr. Scott Leavell was elected to serve as Committee Secretary for the HIE Standing Committee. The Committee Chairman reported their discussion regarding the definition of “Interoperability”, proposed guest speakers for upcoming meetings and a two-day work retreat in the future.

Chairperson Williams proposed that in the future the committees would convene first and then the Board would subsequently meet as a whole to discuss the committees’ progress.

Honorable Judson Hill summarized Senate Bill 28 regarding the proposed provision of health insurance plans/programs to all Georgia citizens.

The Board agreed to adhere to an electronic agenda and materials to cut down on the paper usage.

There being no further business to be brought before the Health Information Technology and Transparency Advisory Board Meeting at its January 17, 2007 session, Chairperson Williams adjourned the meeting at 3:40 p.m.

THESE MINUTES ARE HEREBY APPROVED AND ADOPTED THE
_____ DAY OF _____, 2007.

Russell J. Williams, Chairperson

Chris Downing, Vice Chairperson