

**Delaware Health Information Network  
Board of Directors**

**Wednesday, October 19, 2016  
2:00 p.m. - 4:00 p.m.**

**DHIN  
107 Wolfe Creek Blvd., Suite 2  
Dover, DE 19901**

**Meeting Minutes**

**CALL TO ORDER:**

Board Chair Randy Gaboriault called the meeting to order at 2:06 p.m.

**July 20, 2016 MEETING MINUTES:**

Dr. Hawtof moved to accept the meeting minutes of the July 20, 2016 DHIN Board of Directors' meeting as presented. Meredith Stewart-Tweedie seconded the motion. Minutes were unanimously approved.

**MANAGEMENT REPORTS:**

**Financial Report**

Statement of Cash Flows: Mike Sims presented DHIN's financial statements for September 2016 and noted that DHIN's cash balance decreased in the first quarter of FY2017 due to the payment of over \$600K in accounts payable. Included in those payables were funds to Gartner for its strategic planning and architecture assessment projects, payment of performance incentives to DHIN staff, as well as payment of accrued monthly vendor expenses. Accounts Receivable balance shows that DHIN issued an invoice for \$1M to Highmark for its annual contribution, and payment has not yet been received.

As mentioned at the July meeting, one of the Medicaid Managed Care Organizations is severely delinquent in its payments; DHIN has been collaborating with Medicaid to resolve the situation and as a result, the State's Medicaid Managed Care Unit is working to help resolve the situation. A meeting with the MCO has been scheduled. In addition, \$173K in receivables were due from ONC for incurred expenses, which have since been collected. DHIN currently has \$5.6M in cash on hand.

Profit & Loss: Mike Sims presented an overview of DHIN's new P&L layout, which is consistent with the direction of DHIN's new five-year strategic plan. Revenue is broken out by product line to provide insight on the mixture of DHIN's revenue items. Mike noted that DHIN's Operating Revenue was right on target; and that for Non-Operating Revenue, grant revenue consists of reimbursement of our incurred grant expenses. DHIN's grant expenses are below plan due to a result in savings as DHIN was able to create its

**ACTION ITEM:**

July 20, 2016 Board of Directors meeting minutes were approved unanimously.

own reporting related to the ONC grant, a delay in implementing the grant funded Provider Directory, stakeholder surveys, the Personal Health Record (PHR) project, and the analytics platform. DHIN also continues to realize savings in its CCD efforts through effective architecture. DHIN posted a profit of \$339k in the first quarter.

DHIN's balance sheet position remains strong and DHIN ended the quarter at \$7.5M in reserves, which as mentioned in the July BOD meeting puts DHIN in a position to move forward with investments as outlined in DHIN's strategic plan.

#### CEO Update

##### Supplemental ONC Grant Update:

DHIN was recently awarded a supplemental grant in the amount of \$625,000. The grant was open for application to the twelve HIE's who currently have a grant under ONC. Delaware was one of four HIE's to receive the grant along with Utah, Oregon and Rhode Island.

Under this grant, ONC is looking to work through a trust and legal framework that can be scalable nationwide. Architecture and standardization of the ADT messages would allow for exchange nationwide which would fuel Event Notification, Clinical Quality Measure reporting and the Provider Directory for Direct Secure Messaging that crosses state borders.

Along with facilitating interstate collaboration, the grant will also support expanding the use of Admission, Discharge, & Transfer (ADT) data. The ADTs received from hospitals, emergency room departments and walk-in/urgent care facilities trigger notifications in DHIN's Event Notification (ENS), providing alerts to care teams when a patient has a hospital or urgent care encounter at a DHIN participating facility.

##### Senator Carper's Visit:

On September 30, 2016, Senator Carper was on site to discuss the progress DHIN has made in supporting Delawareans in healthcare. Items of discussion were Cyber Security, communication with the Veterans Hospitals and DHIN's plans for the next five years.

##### Medicity

A contract amendment has been executed with Medicity addressing the reparations of the upgrade issues. A majority of the items in the agreement have been completed; however, the two items which are outstanding (and we continue working on) are the retrieval of historical data and developing a method to track results delivery from point of origin to point of delivery. The contract amendment specifies that Medicity will have fully agreed upon document requirements within ninety days of the amendment signing and will be on Medicity's development road map for the calendar year 2017. We have also renegotiated elements of our Service Level Agreement (SLA) by placing stiffer penalties on areas that have been reoccurring issues; in addition, we have placed accountability on project management.

Mirth Results Pilot Kicked Off

DHIN has kicked off a 120-day Mirth pilot, hoping this will be a viable alternative for results delivery. DHIN has integration to twenty-five different EMRs and over three hundred practices are currently using one of the twenty-five EMRs; each one will need to be replaced.

**EXECUTIVE SESSION**

At 2:19 p.m., Randy Gaboriault moved, pursuant to DE Code - Title 29, Chapter 100, §10004(b)(9), that the DHIN Board go into Executive Session to discuss DHIN’s Five Year Strategic Plan. Dr. Hawtof motioned for approval to go into Executive Session. Meredith Stewart-Tweedie seconded the motion. Motion to go into Executive Session was approved unanimously.

At 4:09 p.m., the DHIN Board of Directors voted to exit Executive Session.

Randy Gaboriault advised that the DHIN Board of Directors took action in the Executive Session on DHIN’s Five Year Strategic Plan and all matters were unanimously approved.

Randy Gaboriault requested a motion for the approval of DHIN’s FY17 Goals and DHIN’s FY17 Budget. Tom Trezise made the motion to approve DHIN’s FY17 Goals and the FY17 Budget. Donna Goodman seconded the motion. Motion was unanimously approved.

Revision of DHIN’s By-Laws and Delaware Healthcare Claims Data Base Governance will be deferred to the January Board of Directors Meeting.

**OTHER BUSINESS:**

Dr. Hawtof motioned for approval of Stephen J. Kushner as a new DCHI board member. Bill Kirk seconded the motion. Motion was unanimously approved.

**NEXT BOARD MEETING:**

The next DHIN Board of Directors Meeting will be held on January 25, 2017 from 2:00 p.m. to 4:00 p.m. at Christiana Data Center, New Castle.

**PUBLIC COMMENT:**

No one from the public offered comments.

**ADJOURN:**

The meeting adjourned at 4:15 p.m.

DHIN Board of Directors voted to go into Executive Session

**ACTION ITEM:** All matters in the Executive Session were approved as recommended.

**ACTION ITEM:** DHIN’s FY17 Goals and FY17 Budget were approved

**Attendance**

***Board Members Present***

Meaghan Brennan  
Randy Gaboriault  
Donna Goodman  
Dr. Jeffrey Hawtof  
Rich Heffron  
Laura Howard  
Bill Kirk  
Dr. Nathan Merriman  
Kimberly Reinagel-Nietubicz  
Steve Saville  
Dr. Gary Siegelman  
Meredith Stewart-Tweedie  
Tom Trezise

***DHIN Staff Present***

Dr. Jan Lee  
Ali Charowsky  
TerriLynn Palmer  
Michele Ribolla  
Mike Sims

***DHIN Staff (Phone)***

Andy Gillan  
Catherine Paulish  
Mark Jacobs  
Lakeisha Moore  
Mark Stout

***Board Members on Phone***

Dr. Stephen Lawless

***Board Members Absent***

Michael Hojnicky  
Kathleen Matt  
Dr. Terri Steinberg

***Guests Present***

Monica Horton, Attorney General's Office