

**Delaware Health Information Network
Executive Committee Meeting
Friday, September 29, 2017
10:00 a.m. –11:30 a.m.**

In-Person

**Christiana Data Center
One Reads Way, New Castle, DE
Conference Room 205**

Meeting Minutes

I. CALL TO ORDER

Randy Gaboriault called the meeting to order at 10:03 a.m.

II. APPROVAL of June 23, 2017 MINUTES

Bill Kirk motioned for the minutes to be accepted as presented. Rich Heffron seconded the motion. Minutes were approved unanimously.

**III. Management Reports
FY18 DHIN Goals**

Financial:

Total annualized FY17 technology costs will be reduced by at least 5% beginning in FY19 through contracting activities occurring in FY18

- FY17 annualized tech cost = \$4,370,180
- Find \$218,509 in FY19 next cost reduction

New Contract Leads:

- Negotiations with Highmark continue
- DHIN is in final contract review with CIGNA (est. ~\$50K/yr.)
- Envera: There will be a charge of \$15 per record for patient-requested record review for issuing life insurance

Nature of Risks:

The end of Highmark's annual contribution

Repeal of ACA

- Rollback of Medicaid expansion for 9,686 members
- Disbanding of individual Marketplace for 21,272 members

In addition, the costs associated with the Claims Database are currently unknown. Estimation is based on similar size states; once we complete the RFP process, we will have a better idea for costs.

Potential Mitigations

- Negotiating with Highmark, could secure some level of commitment for FY18, but uncertain when or how much
- Repeal of ACA now appears unlikely, but enrollment may be down due to market uncertainty
- SIM grant has funds to partially support HCCD for 2 years which will leave us exposed thereafter unless we develop a good sustainability plan
- Anticipated savings from tech refresh will offset loss of Highmark contribution, but will not position us to lower participation fees without new revenue

Go/No Go Implementation of HCCD

- Data Collection Rule – Final rule to be published in the October Register
- Data Access Rule – Working group to meet x 3 in prep for next BOD meeting
- Application for Medicare data is complete
- Consultants are assessing potential stakeholder needs for standard and ad hoc reports vs access to raw data or data extracts
- Technology recommendation to follow
- Moment of truth – procurement of technology tools

ITIL/ITSM implementation (Strategy and Design)

Implementation of Strategy and Design will occur in FY18 Q3 and Q4

Competitive Market Analysis: Stacey is drafting an RFP for consulting services

Technical Refresh: Migrate historical data into AWS GovCloud – contract ready; should be complete by Feb 2018:

- Mirth Results– see following charts
- Community Health Record
- Medication History
- Image Sharing
- HISP

Tech Refresh: Community Health Record

- RFP released on August 5th
- Five proposals received on September 5th
- Scored proposals, selected four vendors for demo on Sep 11th
- Live vendor demos on September 25th through 28th
- Final scoring and vendor selection on September 28th
- MEDfx chosen as vendor – October working on contracts
- November 2017 through June 2018 implementation will begin

Normalize Clinical Data:

- Ready to bring historical data into NXT
- Rules, terminology and mapping applied
- Formatted to be sent through FHIR API into Couchbase
- 4+ month project; expect to complete in February 2018

Roadmap Tasks for FY18:

Human Capital Alignment:

- Hires – Program mgr.; security/risk management
- Contracts– HCCD, analytics, Mirth Results, (technical, data entry), financial support, RM, application analyst; service desk supervisor
- Space

Staff Development:

- ITIL/ITSM intermediate level class for all staff
- Technical skill enhancement

Competitive market analysis (contract)

Segmented customer / stakeholder communications (ongoing)

Mature our formal management portfolio by implementing Navvia

Implement customer service level agreements

Continue Technology Refresh:

- Fully implement Mirth Results (grid, autofax)
- Define requirements for CHR /inbox and enhancing services (Med Hx, Image Sharing)
- Evaluate solutions from current vendors for match to requirements
- Roadmap for complete tech refresh
- Plan A – use current vendor, complete by 6/30/18
- Plan B – RFP and selection in FY18, begin implementation, finish in FY19

Strategic Projects:

- HCCD
- Analytics
- PHR continued rollout
- Health Check Alert continuation of rollout

Other Business:

None

NEXT EXECUTIVE COMMITTEE MEETING:

The next Executive Committee Meeting will be held on December 8, 2017 @ 10:00 a.m.
Christiana Data Center.

IV. Adjourn

The meeting adjourned at 11:01 a.m.

Attendance:

Executive Committee Members Present:

Randy Gaboriault
Donna Goodman
Rich Heffron
Bill Kirk
Dr. Stephen Lawless
Meredith Stewart Tweedie

Executive Committee Members – Phone

James Collins

DHIN

Jan Lee
Ali Charowsky