

**Delaware Health Information Network
Executive Committee Meeting
Friday, March 17, 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 10:06 a.m.

II. APPROVAL of December 8, 2016 MINUTES

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

**III. Management Reports
FY17 DHIN Goals**

Successfully Execute Grant Outcomes/Spend Down

As of the end of February, DHINs spend down for our first grant was 50%. We are confident that we will hit the total spend down by the end of the grant.

DHINs supplemental grants spend down has started slow; however, we feel that we are making progress and will also be able to hit our target by the end of June.

Our ONC Project Manager was on site in December 2016; and was very satisfied with DHIN's execution of both grants.

Interstate Exchange of ADTs:

DHIN has signed an agreement with HSX (Southeast Pennsylvania). NJSHINE and WVHIN are currently in progress. DHIN also has a verbal agreement with Missouri Medicaid; and is currently out for legal review. DHIN continues negotiations with Utah and SHIEC (Strategic Health Information Exchange Collaborative) for multistate agreements.

Telehealth

DHIN has executed an agreement with MDLIVE.

Negotiations continue with CCHS regarding American Well. May 15 is the cutoff for inclusion under our grant.

PHR

DHIN is initially marketing through practices that are currently sending CCDs. Additional clinical data will be viewable in the PHR as soon as we can pass it through our MPI (Master Patient Index).

St. Francis and Union Hospital have both expressed interest in using this as their organizational patient portal.

Achieve HITRUST Security Certification

DHINs application for certification will be submitted by March 31st. HITRUST will review our application and we expect notification of certification no later than June 30th.

Develop Required Provider Scorecard V2 Functionality and Four Releases

Three releases have been submitted to date, the fourth will be released in March. DCHI is currently deliberating on the future path for the scorecard.

Develop Governance and Technical Specifications in Support of a Claims Data Base:

At the January DHINs Board of Directors Meeting, the revised By-Laws were approved which addressed the changes to the governance.

Freedman consulting has been retained to advise us on:

- Suitability of IMAT platform for claims database recommending competitive procurement
- Technical specifications for file formats and frequency of submission
- Staffing plan
- Development of SOW or RFP

Roadmap Tasks for FY17

New Hires

- Stacey Schiller has been hired as Director of Marketing
- Angela Kaiser has been hired as Clinical Informaticist
- Integration Analyst (Mirth Certified) – evaluating second round of resumes
- Chief Innovation Officer (EA/Tech) – currently working on PD

Staff Development

- All staff members have taken ITIL foundations class; 26 of 28 have passed the certification exam. The last two staff members will be retaking the exam prior to the end of FY17
- Managers were off-site in February to strategize implementation of ITIL principles in a small organization and multi-year staff development plan

Segmented Customer / Stakeholder Communications

- DHINs Leadership Summit was held on December 16th, our first pass at C-level communications. DHIN will be following up with individual face-to-face meetings
- Met with Medical Society Leadership Team
- Met with Governor Carney's transition team
- Meeting with population health and other business units of hospitals
- Working on scheduling meetings with key legislators
- Scheduling meeting with new Secretary of HHS, Dr. Kara Walker

Multi-Year Staff Development

- Additional Selective Training in ITIL Foundation for FY18 and FY19
- Managers to be Certified ITIL Expert Level in FY20

Stand up formal portfolio management

- Exploring technology tools

Begin technology refresh activities

Summary of Mirth Results Pilot October 2016-January 2017 (120 days)

Objective: Proof of concept that DHIN can leverage Mirth Results to replace Medicity EMR interfaces to 237 practices

Testing: 194,607 messages tested into Mirth Results across all data senders and data types – all messages processed correctly

Piloted EMR Vendor and Practices

- STI: The Vein Center at Eden Hill
- eCW: Christiana Spine Center
- iKnowMed: Medical Oncology Hematology Consultants
- Connexin: Just Kids Pediatrics

Conclusion: Mirth has the capabilities to do everything Medicity does, including mapping, transformations and auditable record of deliveries

Next Steps

Prepare in remainder of FY17

- Budget planning for FY18 to be completed by April 1, 2017
- Execute contract; – no later than March 31, 2017
- Procure hardware, software, licenses by Jun 15, 2017
- Prepare communication plan for practices
- Develop a detailed project plan

Execute throughout FY18

- All interfaces must be converted by Jun 30, 2018 in order to avoid lapse of service or contract extension with Medicity

Additional anticipated FY18 work:

- Select and implement a CHR front end
- Select and implement solutions for ancillary functionality (Med Hx, Images)
- Continue to propagate adoption of the PHR
- Implement the HCCD

Miscellaneous

- MOA has been finalized with United Health Care. Most of their account receivables have been paid; with the exception of \$67K.
- State of Delaware still owes DHIN \$170K for Scorecard work (>90 d AR).

- Doctors Pathology Services is our second subscriber to iSpecimen which will generate modest revenue.
- CIGNA has verbally agreed to business terms; reviews of legal agreements are currently under way.
- CEO potential conflict of interest: Dr. Lee informed the Executive Committee Members that as a previous employee of NextGen (the parent company of Mirth) she currently owns stock. Dr. Lee has spoken with Monica Horton (DOJ) regarding her responsibilities and they have agreed the best thing to do is divest herself of the stock.
- Lease / location options: DHIN's current office lease will be ending in June 2017; and as we continue to grow our space has become limited. We have found an office building (Rudnick Road, Dover, DE) that will accommodate our criteria and enable us to continue expanding. DHIN has reached out to Becker Morgan to assist in the office planning; and looking at an FY18 move for the entire staff.

Other Business

Dr. Lee requested approval of new DCHI Board Members: Cindy Bo, Nemours Children's Health System, Chief Strategy & Business Development Officer; Nicholas Moriello, President of Health Insurance Associates; Secretary Kara Walker, Delaware Department of Health and Social Services. Dr. Lawless motioned for the approval for all DCHI Board Members; Tom Trezise seconded the motion. Motion for new DCHI Board of Directors unanimously approved.

NEXT EXECUTIVE COMMITTEE MEETING:

The next Executive Committee Meeting will be held on June 23, 2017 @ 10:00 a.m. Christiana Data Center.

IV. Adjourn

The meeting adjourned at 11:21 a.m.

Attendance:

Executive Committee Members Present:

Randy Gaboriault
 Bill Kirk
 Dr. Stephen Lawless
 Tom Trezise

Phone:

Meredith Stewart-Tweedie

Executive Committee Members Absent:

Donna Goodman
 Rich Heffron

DHIN

Jan Lee
 Ali Charowsky

Guest

Monica Horton