

**Delaware Health Information Network
Executive Committee Meeting
Friday, December 8, 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 net cost reduction. Currently estimating a reduction of \$1.7M in contracts related to tech refresh. The net final will not be known until all components of technical refresh contracting have been completed.

Secure new revenue-generating contract(s) with an annualized value of at least \$175K:

Cost reductions offset loss of \$1M from Highmark; to lower participation fees DHIN will also need to generate new revenue. DHIN has currently secured \$63K in new contracts; working on new leads:

Business Developments Leads:

- Data Senders/Ambulatory: 5 active prospects
- Clinical Gateway & ENS: Highmark considering (High value \$500K)

- Clinical Gateway: Health Integrity Signed Pilot (full contract \$200K); discussing business terms with Fresenius
- ENS: 6 practices have enrolled and working on Patient Panel
- Analytics: Proposal to Bayhealth for IMAT (high value up to \$200K; Public Health Registries inquiring
- HCA: 39 enrollees, 148 alerts in DMMA Pilot

Go/No Go Implementation of HCCD

- Data Collection Rule: Final rule was published in October Register; first DSUA has been signed!
- Data Access Rule: Proposed rule published in December Register; 45 days of public comment; final rule to be published in March.
- Application for Medicare data is complete and has passed the first level of review
- Beginning work with Freedman on a reporting plan
- Technology proof of concept – MOA drafted and sent to SEBC, circulating through State hierarchy; cost will be approximately \$80K. We have requested SIM funds to cover the cost

Execute Year 2 of Strategic Plan

ITIL/ITSM implementation (Strategy and Design) will occur in FY18 Q3 and Q4

Competitive Market Analysis: Director of Marketing is drafting an RFP for consulting services

Technical Refresh:

- Work has begun on migrating historical data into AWS GovCloud; we anticipate the work will take several months to complete and validate
- Mirth Results: Conversion work is required – 27 EHRs; 2,100 data feeds; 246 practices and 1,447 providers
- Medication History & Image Sharing: DHIN expects to use our current vendors; there may be some contract revisions needed to integrate with the new CHR
- HISP: DHIN will use either MEDfx or MedicaSoft
- Community Health Record: MEDfx has been chosen. DHIN is working on a short term SOW to our current contract allowing implementation to begin while full negotiations proceed. The contract negotiations are nearly final; our level of risk is felt to be low to moderate at this time.

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

Staff Development: 29 trained 26 certified

ITIL/ITSM intermediate level class for all staff members. Eight staff members are scheduled for the January class; nine additional staff members are scheduled for a February class; the remaining staff will be taking on-line courses through Navvia via CBT.

Roadmap Tasks for FY18:

DHIN has hired Brooke Clogg & Ashley Green, Support Desk; Jeff Reger, Privacy & Security Officer; Randy Wise, Jr. Program Manager. In addition, we have contracted with Kelly temps for back-end data entry support, and will be hiring others as the year progresses.

DHIN's office space is limited; we anticipate our move to the new office in the final quarter of FY18

Segmented customer / stakeholder communications are ongoing

Mature our formal portfolio management (implement Navvia)

Implement customer service level agreements

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 February 23, 2018 @ 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

Tom Trezise