

**Delaware Health Information Network
Executive Committee Meeting
September 23, 2021
11:30 a.m. –1:00 p.m.**

Virtual Meeting

Minutes

- I. **Call to Order:** Randy Gaboriault called the meeting to order at 11:32 a.m.
- II. **Approval of Minutes:** June 21, 2021 **ACTION ITEM**
Bill Kirk motioned for the approval of the June 21, 2021 minutes to include approved changes. Meredith Stewart-Tweedie seconded the motion. Minutes were unanimously approved.
- III. **Management Reports:**
- A. Status of FY22 Goals
 - B. Status of FY22 Budget: Risks and Opportunities
 - C. Additional Information Items
 - D. Request for Added Headcount: **ACTION ITEM**

Financials:

Apply, or assist State to apply for federal \$2.5M APCD grant, per application instructions: _Application instructions expected in January 2022.

Automate internal management reports and apply a user-friendly GUI to enable ease of use across the organization - eliminate at least one hundred hours a month of manual work:

DHIN is currently at 5% of the goal and anticipate we will be 35-40% by Thanksgiving.

Customer:

Draft a new Data Sender Master Agreement that addresses recent legal and regulatory changes, especially the Information Blocking Rule, and circulate to all Data Senders for execution: First draft has been written and currently out for management review.

Internal Processes:

Address all FY22 HITRUST CAP issues: DHIN has made progress on all 14 CAP items, several are ready to close out. We are prepping for our interim assessment; spot-check of evidence of the nineteen controls, plus all CAP issues – project complete by the end of December 2021.

Enhance current consent management tool to enable patient consent to share their “Part 2” health data at a granular level (provider/practice level of detail):

Requirements gathering complete and design work is in progress.

Learning and Growth:

Conduct a comprehensive competency review of DHIN staff; develop a plan to close gaps: Competency review 20% completed

IV. Financial Matters:

Board-approved budget shows negative net income of -\$21,369:

Newly identified risks:

- \$121,230 certain
- \$102,750 uncertain

Newly identified opportunities:

- \$35,794 certain
- \$368,718 uncertain (could be more; see slide #6)

Net income impact:

- -\$85,436 based on certain risks and opportunities
- +\$201,735 sum of all currently known, but uncertain risks and opportunities

FY22 Budget Risks:

Certain:

- Unbudgeted need for a Vulnerability Remediation contractor for 6 months (\$102K)
- Implementation delays, reduced Aledade members (\$19,025)

Uncertain:

- Tidal Health is balking at the transaction fees for the combined volumes of Nanticoke and PRMC
- Appear to be aggressively pursuing either downsizing or withdrawing completely from DHIN
- We have contractual protections for FY22, but could require legal enforcement
- Threat to future year revenue is significant

FY22 Budget Opportunities:

Certain:

- New data sender; image viewing revenue (\$13,050)
- Higher than expected Medicaid membership (\$12,744 YTD)
- SLA vendor credits (\$10K)

Uncertain:

- United Healthcare subscription to Payer Bundle (~\$31K - ~\$38K)
- Highmark expansion to some or all commercial plans (\$257K to \$1.58M annualized revenue, depending on size of expansion – amount realized in FY22 depends on timing of contracting)
- Possible subcontractor to Louisiana Dept of Corrections on a grant application

V. Additional Information:

Reporting of COVID breakthrough cases:

- Hospitals have been asked to report directly DPH has asked that hospitals send data directly to DPH for immunization reporting.
- Opportunity to utilize data they already send to DHIN if DPH will allow DHIN to access DelVax data for reporting
- Future of DMOST registry
- iSpecimen – Doctors Pathology Services request for reconsideration of BOD position
- Add headcount (2) to analytics team – covered through IAPD funding.

Legislative Update:

All DHIN bills passed in last legislative session (SB 87, SB 88, and SB128) have been signed by the Governor. Proposed revised DHIN regulations published in September Register; open for public comment through Oct 29, 2021

SB94 modernizes the State’s open meetings requirements: Meetings can now be held virtually, if there is an “anchor” location open to the public with at least one board member physically present. Virtual attendance by the public is at the discretion of the board chair. Should there be a state of emergency, meetings may be completely virtual. Currently meetings are still being held virtually. Once we have passed the current emergency, the DHIN office will be the anchor location.

VI. Other Business:

HCCD Committee nomination: **ACTION**

Aetna has nominated Michael Pellin to replace Liz Staber on the HCCD Committee. Randy Gaboriault motioned for the approval of Mike Pellin’s nomination which will be presented to the Board of Directors for ratification at the October 2021 meeting. Meredith Stewart-Tweedie seconded the motion. Mike Pellin’s nominations was unanimously approved.

VII. Public Comment: None

VIII. Next EXCOM Meeting: December 6, 2021

VII. Adjourn: Randy Gaboriault motioned to adjourn. Bill Kirk seconded motion. Motion to adjourn was unanimously approved.

Attendance:

Executive Committee Present:

Randy Gaboriault
Jonathan Kaufmann
Bill Kirk
Stephen Lawless
Meredith Stewart-Tweedie

DHIN:

Jan Lee
Ali Charowsky
Mike Sims

Executive Committee Absent:

Rich Heffron
Faith Rentz