

Board of Directors Meeting Minutes

October 7, 2020

4:00-7:00 pm

Regular Meeting

[Zoom Recording Link](#)

Meeting Materials can be found here: <https://portal.ct.gov/OHS/HIT-Work-Groups/Health-Information-Alliance/Meeting-Materials>

Directors Present: Allan Hackney, Mark Raymond, Allen Davis, Lisa Stump, Pat Charmel. John Vittner joined at 5:05pm.

Opening, Roll Call, Opening Statement:

Allan Hackney recognized a quorum and called the meeting to order at 4:00 pm.

September Board Regular and Special Meeting Minutes

Motion: Allan Hackney asked for a motion to approve the September regular meeting minutes. Allen Davis created the motion. Mark Raymond seconded the motion. There was no further discussion. **Motion carried.**

Motion: Allan Hackney asked for a motion to approve the September special meeting minutes. Mark Raymond moved. Allen Davis seconded the motion. There was no further discussion. **Motion carried.**

Meeting Agenda

Motion: Allan Hackney asked for a motion to approve the October 7, 2020 meeting agenda. Mark Raymond created the motion. Allen Davis seconded the motion. There was no further discussion. **Motion carried.**

I. Reports

a. Board Chair Report

Allan Hackney shared that the Board has lost the services of Jill Hummel, Jill notified the Board a few months ago she was going to resign from the Board.

Allan noted Jill was instrumental in helping move along all of the activities associated with Connie and thanked her for services.

Allan provided contract updates. During the September Board meeting he announced that the Centers for Medicare & Medicaid Services (CMS) Implementation Advanced Planning Document (IAPD) had been approved for Federal Fiscal Year 2021. The next step in the process is to negotiate a Memorandum of Agreement (MOA), an interagency agreement between the Dept. of Social Services (DSS) and the Office of Health Strategy (OHS) to draw down the funds from the federal government. There has been progress made defining the terms and agreement of the MOA. The principle issue to be resolved is the mechanism for cash flow. This issue has been escalated to the Executive Director of OHS, Vicki Veltri, Commissioner Gifford of DSS, and The Office of Policy and Management (OPM). OPM has proposed a solution and we will work to pursue the solution.

The existing contract between OHS and Connie is referred to as the Seed Money Contract. The seed money contract was recently amended since the last Board meeting in September. Specifically, to extend the funding for expense streams so that Connie can continue to exist as an entity as larger contracts are being worked out.

One of the key documents necessary to begin to exchange data is the HIPPA Business Associate Agreement (BAA) with UConn AIMS, this is necessary so that we can begin to share data into the Core Data Analytics Solution (CDAS) and work with that environment. Allan reported that we have received the edited BAA from UConn today, and will review this.

Allan shared that the firm we've used to process our nonprofit status has been informed by the IRS that the petition has been approved for a nonprofit status. A meeting has been set up to receive the formal documentation.

b. Interim Executive Director Report

Michael Matthews reported the Operations Advisory Committee meeting had a lively discussion. The first topic discussed during this meeting was the SUPPORT Act and the Prescription Drug Monitoring Program (PDMP). Connie has worked with various state agencies for PDMP. The Director of the Drug Control Division from the Dept. of Consumer Protection (DCP), Rod Marriott was invited to give an overview on PDMP and answer questions from the OAC. The goal was to get

member perspectives of how Connie can support access to the PDMP, how it currently accesses the system and how it can be improved. There was a good foundation laid out and follow up discussions with the DCP staff. The other topic discussed during the OAC meeting was data persistence. This is an important policy and technical consideration for the Connie board.

Dr. Michelle Puhlick updated the Board on the Project Notify transition. The Connie team has been working closely with DSS to transition Project Notify over to Connie which has been going well. So far, a communication was sent out to the current participants, the two hospital systems; Yale and Hartford and the 22 behavioral health facilities who are receiving Medicaid alerts. Meetings with organizations have begun to provide them an overview of what the transition process will entail. The good news for the participants is that the technical onboarding process is minimal. The Connie team is focused primarily on the legal onboarding process to sign the QDSOA and for the behavioral health the SDSOA. The full transition is expected to be completed by the end of December 2020 and fully onboard with Connie by January 2021.

On behalf of John Vittner and Commissioner Gifford (DSS), Michael opened the floor up for discussion on their suggestion to include a board dashboard and key performance indicators for the HIE. The Board members discussed this and agreed it would be useful and add value to the HIE. Michael appreciated the feedback from the members and will begin to work on a mockup of the measures that would go into an ongoing regular dashboard.

c. Executive Director Search Committee Report

Mark Raymond reported that the committee has held final interviews and there is a candidate to recommend to the Board. The subject of the specific candidate will be covered in the executive session. Mark thanked the broad engagement and the speed of the process.

d. Finance and Audit Committee Report

Allan shared that the Finance and Audit committee is comprised of three members; Allan, Pat and John and they are scheduled to meet quarterly. Allan commented they will discuss the committee's special meeting to select an auditor during the business agenda.

II. Business Agenda

a. Board Treasurer and Secretary

Motion: Allan Hackney asked for a motion that the Board table the election of the Board Treasurer and Secretary until November. Mark Raymond created a motion. Lisa Stump seconded. There was no further discussion. **The motion carried.**

b. Approval: Board Auditor

Motion: Allan Hackney asked for a motion that the Board approve Marcum, LLP as the designated Board auditor in accordance with the Board bylaws and furthermore, authorize the management team to negotiate and enter into up to a 3-year agreement with Marcum LLP to provide annual auditing, tax and IRS Form 990 services pending approved funding and a fully executed service agreement. Mark Raymond created a motion. Allen Davis seconded. There was no further discussion. **The motion carried.**

III. Executive Session

Motion: Allan Hackney asked that the Board enter into executive session regarding personnel matters related to the executive search committee. John Vittner created a motion. Lisa Stump seconded. **None opposed.**

The Board entered into executive session at 5:28 pm. The Board exited the executive session at 6:33.

Motion: Allan Hackney asked that the Board authorize the executive director search committee to negotiate an employment contract with Jennifer Searls effective on or about November 16, 2020 pending approved funding, Board approval of the total compensation package and a fully executed employment contract. Pat Charmel created a motion. Mark Raymond seconded. There was no further discussion. **The motion carried.**

IV. Adjournment

Motion: Allan Hackney asked for a motion to adjourn. Lisa Stump made a motion to adjourn. Allen Davis seconded. **None opposed.** The meeting adjourned at 6:38 pm.