

WVHIN Board of Directors Meeting
Thursday, January 28, 2010
1:30 – 2:30 P.M.
Webinar

MINUTES

PLACE OF MEETING:

The meeting of the Board of Directors of the West Virginia Health Information Network (WVHIN) was held via webinar, pursuant to the written notice posted on December 30, 2010 in the State Register, and the agenda posted on January 22, 2010 at the offices of the WV Health Care Authority and the WVHIN office.

BOARD MEMBERS PRESENT (in person or telephonically):

Julian Bailes, M.D., Chair
George Boxwell, M.D.
Robert Coffield, Esq.
Sonia Chambers, Secretary-Treasurer
Fred Earley, II, Esq., Vice Chair
Michael Fidler, M.D.
Secretary Patsy Hardy
Sam Kapourales
Joe Letnaunchyn
Louise Reese
Jesse Samples

BOARD MEMBERS ABSENT:

James Brick, M.D.
Ted Cheatham
Sarah Chouinard, M.D.
Jennifer Plymale
Kyle Schafer
John Wiesendanger

NON-MEMBERS PRESENT:

Nancy Atkins
Dennis Belter
Beverly Blanchard
Dave Campbell
Kelley Goes
Nancy Malecek
Helen Matheny
Marsha Morris
Michael Morris
Sallie Milam
Amber Nary
Valissa Prowse
Raul Recarey
Patty Ruddick

Jeremiah Samples
Bill Shank
Samantha Stamper

CALL TO ORDER:

Sonia Chambers, Secretary-Treasurer of the WVHIN Board of Directors, welcomed the attendees and called the meeting to order. Materials were distributed electronically to the board members in advance and were presented on the screen via the webinar throughout the meeting.

MEETING BEGAN AT 1:30 P.M. WITH A QUORUM PRESENT (11 of 17)

TOPIC: Approval of Minutes from the November 12, 2009 Board Meeting

DISCUSSION: The minutes from the November 12, 2009 board meeting were distributed electronically prior to the meeting and were provided via webinar at the board meeting.

MOTION: Motion by Dr. Fidler to accept the Board Minutes from the November 12, 2009 board meeting.

ACTION: The board minutes from the November 12, 2009 were accepted.

TOPIC: Treasurer's Report

DISCUSSION: Sonia Chambers presented highlights from the financial statements. As of December 31, 2009, FY 2010, the WVHIN administrative account reflects YTD expenses of \$274,698, and commitments of \$630,656 which leaves an appropriation balance of \$497,365. There are also additional commitments for FY 2010 not yet reflected. Additionally within that account, WVHIN has \$3.3M left of the \$3.5M to build the network – funds were paid out of this portion of the account to support RFP development.

MOTION: Motion by Dr. Bailes to accept the Treasurer's Report.

ACTION: The Treasurer's Report was accepted.

TOPIC: Executive Committee Report

DISCUSSION: Sonia Chambers reported that the Executive Committee met once since the November 12, 2009 board meeting – January 25, 2010. Items discussed included: WVHIN and DHHR's ONC grant application passed the program, budget, and administrative hurdles -we are now waiting for the award announcement; vendor responses to the RFP will be submitted to the WVHIN on Friday, January 29, 2010; legislation is being drafted by Marsha Morris and DHHR that will add proposed new board members, identified through the NGA team process, to the WVHIN Board.

MOTION: Motion by Joe Letnaunchyn to accept the Executive Committee Report.

ACTION: The Executive Committee Report was accepted.

TOPIC: **Request for Proposal (RFP) Update**
DISCUSSION: Sallie Milam presented the RFP update. The RFP was released on November 23, 2010, and nearly 100 vendors were notified of the release. On December 16, 2010, WVHIN held a bidder's conference at the Charleston Civic Center, providing a forum which gave vendors the opportunities to ask questions and allow WVHIN to clarify RFP requirements and guidelines. The bidder's conference was a successful event and a great milestone for the WVHIN. Nearly thirty vendors have indicated that they will propose a HIE solution for the WVHIN. Vendor proposals are due the WVHIN office on January 29, 2010. WVHIN staff and consultants plan to evaluate the proposals through February and March, hold product demos of the top 2-4 finalists at the end of March, and choose a vendor by the end of April.

TOPIC: **ONC HIE Grant Update**
DISCUSSION: Sallie Milam presented the ONC HIE grant update. WVHIN and DHHR's ONC grant application passed the program, budget, and administrative hurdles -we are now waiting for the award announcement which we anticipate in March. WVHIN still expects to receive \$7.8M from the program. Deliverables tied to this funding include aligning WVHIN's Business and Operational Plans with ONC requirements and guidance, meeting statewide HIE implementation goals, coordinating with Medicaid around exchange, etc.

TOPIC: **Outreach Process**
DISCUSSION: Raul Recarey presented WVHIN's four stage outreach process. These four stages follow a precise strategy that includes presenting WVHIN functionality to potential participants and listening to their needs, creating individualized ROIs for the potential participants, negotiating contracts, and closing the deal.

TOPIC: **Staffing Plan and Consultant Transition**
DISCUSSION: Raul Recarey presented WVHIN's staff plan and consultant transition process. WVHIN's consultant team, Strategies For Tomorrow, will be transitioned away from WVHIN's personnel activities and will be only used for consulting purposes as the WVHIN hires more staff. Furthermore, the WVHIN has consolidated its original proposed staff positions into fewer positions with more roles/responsibility being assigned to each position. This will result in a \$241,000 cost savings for the WVHIN.

TOPIC: **Meaningful Use Update**
DISCUSSION: Raul Recarey presented the Meaningful Use update. The WVHIN plans to submit a comment to ONC regarding the Meaningful Use rule and is currently working with Flaherty, Sensabaugh, and Bonasso to draft a final response that will express WVHIN's concerns with the proposed Meaningful Use rule. As the rule currently stands, there are many Meaningful Use functionality requirements that the WVHIN will offer to providers.

TOPIC: **Public Comment**

DISCUSSION: Sonia Chambers asked for any further comment from the public. No comments were made.

TOPIC: **Announcements**

DISCUSSION: Sonia Chambers announced that the next board meeting has been scheduled for February 22, 2010 at 1:30 p.m. The location is to be determined.

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