

**WVHIN Board of Directors Meeting
Thursday, November 12, 2009
1:30 – 3:00 P.M.
Charleston Marriott Town Center
Charleston, WV**

MINUTES

PLACE OF MEETING:

The meeting of the Board of Directors of the West Virginia Health Information Network (WVHIN) was held at the Charleston Marriott Town Center, Charleston, West Virginia on November 12, 2009, pursuant to the written notice posted on September 14, 2009 in the State Register, and the agenda posted on November 3, 2009, 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
Sonia Chambers, Secretary-Treasurer
Ted Cheatham
Sarah Chouniard, M.D.
Fred Earley, II, Esq., Vice Chair
Michael Fidler, M.D.
Sam Kapourales
Louise Reese
Jesse Samples
Kyle Schafer

BOARD MEMBERS ABSENT:

George Boxwell, M.D.
James Brick, M.D.
Robert Coffield, Esq.
Peter Groen
Joe Letnaunchyn
Jennifer Plymale
John Wiesendanger

NON-MEMBERS PRESENT:

Beverly Blanchard
Cam Brown
Chris Curtis
Nancy Malecek
Sallie Milam
Jennifer Moore
Michael Morris
Amber Nary
Valissa Prowse
Raul Recarey
Denise Reeser
Jerry Roueche

CALL TO ORDER:

Dr. Julian Bailes, Chair 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 (10 of 17)

TOPIC: Approval of Minutes from the August 20, 2009 Board Meeting
DISCUSSION: The minutes from the August 20, 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 August 20, 2009 Board Meeting.
ACTION: The Board Minutes from the August 20, 2009 were accepted.

TOPIC: Treasurer's Report
DISCUSSION: Sonia Chambers presented highlights from the financial statements. As of November 9, 2010, FY2010, the WVHIN's administrative account reflects YTD expenses of \$164,484 and commitments of \$521,036 which leaves an appropriation balance of \$814,480, also reflecting commitments, remaining from our \$1,500,000 appropriation. Additionally within that account, WVHIN has \$3.4M left of the \$3.5M to build the network – funds were paid out of this portion of the account to support the RFP development.
MOTION: Motion by Dr. Fidler to accept the Treasurer's Report.
ACTION: The Treasurer's Report was accepted.

TOPIC: Executive Committee Report
DISCUSSION: Dr. Bailes reported that the Executive Committee met twice since the August 20, 2009 board meeting – October 19 and November 9. Items discussed included: the State Health Information Exchange Cooperative Agreement Program application, which was submitted to ONC on October 15, 2009; WVHIN staffing plan; consideration of obtaining additional office space to accommodate new staff; proposed new board members, which will be subject to legislative approval, identified through the NGA team and State HIE Cooperative Agreement processes; and the Finance Committee's recommendation to move forward with the RFP process.
MOTION: Motion by Sonia Chambers to accept the Executive Committee Report.
ACTION: The Executive Committee Report was accepted.

EXECUTIVE SESSION REQUEST:

Dr. Bailes presented the Executive Committee's recommendation that the Board go into Executive Session due to the discussion of the upcoming matters involving commercial competition and the RFP.

Based on the Board's unanimous affirmative vote, the public was asked to leave the room and the general audio and webinar were discontinued. The Request for Proposal was discussed while in Executive Session.

TOPIC: Request for Proposal

DISCUSSION: Sallie Milam and Jennifer Moore presented information on the RFP Task Force charges, accomplishments, and output. Jennifer Moore provided a high-level overview of the RFP to the Board. At the conclusion of the discussion, the public was invited to rejoin the meeting.

MOTION: Dr. Fidler moved that the RFP be issued by November 30, 2009.

ACTION: The RFP will be released by November 30, 2009.

TOPIC: Public Comment

DISCUSSION: Dr. Bailes asked for any further comment from the public. No comments were made.

TOPIC: Next Meeting

The next meeting of the WVHIN Board of Directors is scheduled for January 28, 2009 at 1:30 p.m. at the Charleston Marriott Town Center, Charleston, WV.

ADJOURNMENT:

There being no further business, Dr. Bailes adjourned the meeting at 3:30 p.m.