



WVHIN

# Technology Committee Charter

October, 2006

# Purpose

- The Technology Committee is charged with providing technical expertise and advice to the WVHIN Board of Directors necessary for the implementation of the technical and clinical functions of the WVHIN in accordance with W. Va. Code §16-29G-1 et seq.

# Goals and Objectives

- Serve as the Technical Advisory Group to the Board for health information technology (HIT) and health information exchange (HIE).
- Inventory current HIT assets and planning efforts within West Virginia and border areas where relevant.
- Identify HIT/HIE systems and vendors, costs, benefits and limitations, and evaluate interoperability.
- Serve as a point of contact for HIT/HIE technology vendors.

# Goals and Objectives

## (cont.)

- Identify strategic opportunities for the development of the WVHIN.
- Establish an Internet presence for the WVHIN.
- Establish broad, consensus agreement and support for HIT and HIE solutions.
- Serve as an advisory group to the Board on all matters related to the WVHIN as requested.

# Membership and Governance

- Includes at least two WVHIN board members, one of which shall chair the committee.
- Committee size limited to ten official members but open to participation by other unofficial participants as deemed necessary.
- Members may be added or core members may rotate on and off the committee as necessary.

# Membership and Governance

- Committee Membership is open to:
  - Chief Information Officers, Chief Medical Directors, and Practicing Healthcare Providers;
  - Providers and clinical practices with varying degrees of EMR system usage including non-users;
  - Other interested parties with expertise in HIT, clinical data sets, and/or Public Health Information Systems.

# Meetings

- The Committee will meet periodically as necessary.
- A majority of the total number of official members of the Committee shall constitute a quorum.
- Committee meetings may be called by the Chairperson or by a designee of the Chairperson.
- The Committee shall keep regular minutes of its meetings and shall report its actions to the Board on a regular basis.
- All meetings shall be held subject to and in accordance with the Open Governmental Proceedings Act, W. Va. Code § 6-9A-1 et seq.

# Compensation for Committee Members

- Each official member of this committee is entitled to be reimbursed for actual and necessary expenses incurred for each day or portion thereof engaged in the discharge of official duties in a manner consistent with guidelines of the Travel Management Office of the Department of Administration.

# Deliverables

- Arrange for the development of an Internet web site for the WVHIN in order to:
  - Provide public information about the development of the WVHIN
  - Allow for collaboration by members of the WVHIN Board and committees
  - Obtain general feedback and information from the public and interested parties.

# Deliverables

- Assessment of the Current Technology Environment
  - Inventory of HIT assets within WV
  - Identify HIT acquisition and implementation plans of WV providers and payers.
  - Include an evaluation of border areas, regional and national efforts relevant to the design and implementation of the WVHIN.

# Deliverables

- Identify applicable technologies, vendors and trends in HIT and HIE implementation.
- Provide a mechanism for potential vendors and consultants to provide information.
- Recommend policy guidelines for contacts with vendors to the Board.

# Deliverables

- Assist in the Development of a Comprehensive Plan for the various component functions of the WVHIN in consideration of:
  - Plans developed by the Executive Planning Committee;
  - The WVHIN Roadmap;
  - The costs and benefits of modular components of the WVHIN
  - Current demands on Industry resources
  - Cost-effective, incremental approaches
  - Achieving maximum value for consumers, providers, and payers as soon as possible.

# Deliverables

- Evaluate HIT/HIE plans and strategies as requested by the Board.
- Perform other activities consistent with this charter, the WVHIN bylaws, and governing law as the Committee or the Board deems necessary or appropriate.
- Review the Committee Charter from time to time for adequacy and recommend any changes to the Board.
- Report to the Board on the major items covered at each Committee meeting through the Committee Chair or the Chair's designee.



Questions?