

THE WEST VIRGINIA HEALTH INFORMATION NETWORK

The meeting of the Board of Directors of the West Virginia Health Information Network was held at the office of The West Virginia Medical Institute, Charleston, West Virginia on October 31, 2006, pursuant to written notice in the State Register on October 18, 2006. The meeting agenda was posted on October 25, 2006 at the offices of The West Virginia Health Care Authority.

PLACE OF
MEETING

The following board members were present:

ATTENDEES

Julian Bailes, MD, Chair
Ms. Sonia D. Chambers, Secretary-Treasurer
George F. Boxwell, DO
Sarah Chouinard, MD
Robert L. Coffield, JD
Mr. J. Fred Earley, II, Vice-Chair
Michael O. Fidler, MD
Mr. Keith Huffman
Mr. Jim Kranz
Ms. Jennifer Plymale for Charles H. McKown, Jr., MD
Mr. Jesse W. Samples
Mr. Kyle Shafer
Mr. Phil Schenk
Secretary Martha Y. Walker
Mr. John Wiesendanger, MHA

Members excused:

Robert M. D'Alessandri, MD
Mr. Sam G. Kapourales

Non-members present were:

Mr. Perry Bryant
Mr. Ted Cheatham
Ms. Linda K. Cipoletti
Mr. Chris Clark
Mr. Les DelPizzo
Mr. Danny Franco

Ms. Brenda Hancock
Mr. Michael Harmon
Ms. Sallie Hunt
Mr. Jeff Johnson
Mr. Jim Kirby, telephonically
Mr. Joe Letnaunchyn
Ms. Marsha Morris
Mr. W. Grant Norman
Mr. Jim Richards, telephonically
Mr. Gerald Rouché
Ms. Patty Ruddick
Dr. Mazharullah Shaik
Ms. Juliet A. Terry
Ms. Darlene Thomas
Mr. Brad Young

Dr. Julian Bailes, Chair of the WWHIN Board of CALL TO ORDER

Directors, welcomed the attendees and called the meeting to order. Materials distributed to the Board members in advance included the Agenda, the minutes of the September 20, 2006 meeting for approval, Draft Bylaws of the WWHIN Board of Directors, the WWHIN Technology Committee Charter and PowerPoint Presentation, the WWHIN Consumer/Employer/Privacy Committee Charter, and PowerPoint Presentation and the HISPC Regional Meeting PowerPoint Presentation.

Dr. Bailes called for approval of the minutes of the September 20, 2006 meeting. Mr. Jim Kranz moved that the minutes be approved, Mr. Robert Coffield seconded the motion and the Board unanimously approved the minutes as written.

Dr. Bailes proceeded with the Executive/Planning Committee report. Dr. Bailes informed the Board that the Committee

APPROVAL OF
MINUTES

EXECUTIVE/
PLANNING
COMMITTEE
REPORT

met on October 11 to develop the Agenda for the October 31 meeting, to review the Charters and the proposed membership of the Technology Committee and Consumer/Employer/Privacy Committee. At the conclusion of the Executive Committee meeting it was recommended that the remaining two members at large of the Executive Committee be 1) the President of the WV Hospital Association or designee and 2) President of the WV State Medical Association or designee. The Committee discussed staffing for the WVHIN and at this time, Dr. Bailes asked Ms. Chambers to report on the Committee's recommendations. Ms. Chambers informed the Board that the Committee recommended that the positions of Executive Director, Chief Information Officer and support staff be advertised as contractual positions by the Board. Dr. Chouinard moved to accept the Executive Committee's report and recommendations, Dr. Fidler seconded the motion and the Board unanimously approved the report and recommendation as presented.

NEW BUSINESS

The establishment of the Consumer/Employer/Privacy Committee under the leadership of John Wiesendanger as Chairman was the next agenda item to be discussed. Mr. Wiesendanger introduced the Committee Charter to the Board and informed the Board of the Committee's goals and objectives as well as an overview of the deliverables of the Committee. A motion was made by Dr. George Boxwell to establish the Consumer/Employer/Privacy

CONSUMER/
EMPLOYER/
PRIVACY
COMMITTEE

Committee and approve John Wiesendanger as Chair of that Committee. Ms. Plymale seconded the motion and the Board unanimously approved.

Dr. Bailes introduced and welcomed Mr. Joseph Letnaunchyn, President & CEO of the Delaware Healthcare Association, and newly appointed President of the WV Hospital Association. Mr. Letnaunchyn comes to WV from Delaware where he was involved in the formation of the Delaware HIN. He presented to the Board the history of the Delaware HIN that was created statutorily in 1997 as a public instrumentality of the State of Delaware. Mr. Letnaunchyn shared with the Board an overview of how the DEHIN was formed, lessons learned, functionality of their Committees, as well as operational issues, functional priorities by year, funding, and governance issues. Les DelPizzo, Director of Delaware Operations for WVMI/Quality Insights, discussed the technical issues involved with the development of the HIN model.

DELAWARE HIN
PRESENTATION

Dr. Bailes asked Kyle Schafer to introduce the Technology Committee Charter. Mr. Schafer, as Chair of the Committee, explained that the purpose of the Technology Committee is to act as an advisory group to the Board for health information technology and health information exchange and to primarily serve as a point of contact for HIT/HIE technology vendors and to establish an internet presence for the WVHIN. Committee membership will

TECHNOLOGY
COMMITTEE

consist of Chief Information Officers, Chief Medical Directors and Practicing healthcare providers, from both the public and private sectors. At the conclusion of Mr. Schafer's report, Ms. Chambers informed the Board that the introduction and presentation of the charter also included the Scope of Work that identified the structure and deliverables of the Committee. Mr. Jim Kranz moved to establish the Committee and Dr. Michael Fidler seconded the motion. The Board unanimously approved to establish the Technology Committee with Kyle Shafer as Chairman.

Mr. Schafer also informed the Board that his staff is ready to design the website and that the website could possibly be introduced at the next WVHIN meeting.

Sallie Hunt was next on the agenda to present the Interim Assessment of Variations Report in draft that is due to RTI on November 6 and which will be reported on at the Health Information Security and Privacy Collaboration (HISPC) Regional Meeting in Charlotte, NC on November 13, 2006. The purpose of this meeting is to develop contacts and networks in neighboring states so that WV can collaborate regarding EHR and privacy and security issues and to validate barriers and preliminary solutions.

WV HEALTH
INFORMATION
SECURITY AND
PRIVACY
COLLABORATIVE
REPORT

Mr. Jim Kranz commended Ms. Hunt and Ms. Ruddick for their leadership on this project. Dr. Bailes asked the Board for an endorsement of support for this project. Mr. Kranz

made a motion of endorsement, Ms. Chambers seconded the motion and the Board unanimously approved the endorsement.

Ms. Sallie Hunt was next on the agenda with an update BYLAWS UPDATE on the Bylaws. At the last meeting, there was a question as to whether or not State insurance would cover the actions of the Board and Ms. Hunt confirmed that it does. Article VIII has been added to the Bylaws that state the WVHIN is covered by certain liability insurance policies as provided by the West Virginia Board of Risk and Insurance Management (BRIM). Ms. Hunt informed the Board that discussions have been held with Mr. Lewis Brewer, Director of the Ethics Commission and Open Governmental Proceedings Committee regarding compliance. Section 2.10 entitled Open Governmental Proceedings Act, under Article II was inserted in the Bylaws stating all proceedings shall be held and all actions taken in conformance with this Act. The Open Governmental Proceedings Committee will meet on November 2, 2006 at which time a certification will be made stating that WVHIN meets all the requirements and will limit their liability as long as WVHIN follows the procedures.

Ms. Sonia Chambers asked for public comments. Hearing none, Dr. Bailes cautioned the Board members that they may receive inquiries from vendors and it is his recommendation that a policy be created by the Technology Committee to address this

PUBLIC
COMMENTS

concern. Mr. Schafer proposed that an electronic inquiry on the website be established and will work towards creating a design by the next Board meeting scheduled for December 5, 2006.

Ms. Chambers asked the Board members to recommend other Committees in which they felt it necessary to form as well as their preference on what Committee they would like to serve on.

COMMITTEE
PARTICIPATION

At this time, Dr. Bailes asked Dr. Shaik from Wheeling Jesuit to speak to the Board about the institution's participation in a Federal program called HEALTHeWV which makes disease management software adapted from the Army's HEALTHeFORCES program available to rural civilian communities, which emphasizes building skills in the healthcare workplace to adopt technology support.

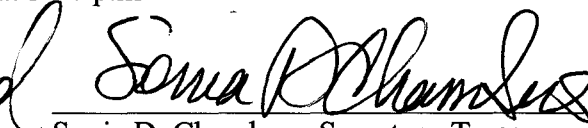
WHEELING
JESUIT SPEAKER

Dr. Bailes announced the next WVHIN Board of Directors meeting is scheduled for December 5, 2006 at 1:00 p.m.

NEXT MEETING
DATE

There being no further business, the meeting was adjourned at 3:00 p.m.

ADJOURNMENT

approved 
Sonia D. Chambers, Secretary-Treasurer, WVHIN
