

**MINUTES OF THE JULY 27, 2011, MEETING
OF THE GOVERNANCE & NOMINATING COMMITTEE
OF THE GOVERNING BOARD OF THE
ILLINOIS HEALTH INFORMATION EXCHANGE AUTHORITY**

The Governance and Nominating Committee (“Committee”) of the Board of Directors (the “Board”) of the Illinois Health Information Exchange Authority (“Authority”), pursuant to notice duly given, held a meeting at 11:00 a.m. on July 27, 2011, at the offices of the Office of Health Information Technology (“OHIT”), State of Illinois James R. Thompson Center, 100 W. Randolph, Suite 2-201, 100 W. Randolph St., Chicago, IL 60601.

<u>Committee Members Present:</u> 1. Dr. Bechara Choucair (by telephone) 2. Mr. David Holland (by telephone) 3. Dr. Nancy Newby (by telephone) 4. Dr. Nicholas Panomitros (by telephone) 5. Dr. Cheryl Whitaker 6. DPH – Director Damon T. Arnold, MD	<u>OHIT Staff Present:</u> Mark Chudzinski; Krysta Heaney; Mary McGinnis
<u>Committee Members Absent:</u> 1. Dr. William Kobler	<u>Others:</u> DPH Deputy Director David Carvalho Mr. Stanley Krok, Children’s Memorial Hospital Mr. Bill Odman, St. Mary's Good Samaritan

Call to Order and Roll Call

Mr. Chudzinski, Secretary of the Board, confirmed the presence of the Members of the Committee noted above. Six of the seven members of the Committee were in attendance; the ability of Dr. Choucair, Mr. Holland, Dr. Newby and Dr. Panomitros to clearly participate by telephone was confirmed, and no objection was expressed to their participation in this manner.

Approval of Minutes

The minutes of the meetings of the Committee of May 23, 2011 and June 16, 2011 were approved.

Introduction of Advisory Committee Co-Chairs

At its meeting on June 22, 2011, the Board of the Authority appointed the members of the Authority’s Advisory Committee, and named as the two initial co-chairs of the Advisory Committee Mr. Stanley Krok, CIO of Children’s Memorial Hospital in Chicago, and Mr. Bill Odman, Vice President and Regional CIO of St. Mary's Good Samaritan in Mt. Vernon and Centralia. Both gentlemen accepted Dr. Whitaker’s invitation to meet with the Committee and were present. At the Chair’s invitation, each gentleman provided a brief overview of his professional experience and his interest in helping lead the work of the Advisory Committee.

Roles and Responsibilities of the Advisory Committee

For the benefit of the new Advisory Committee co-chairs, the OHIT staff briefly reviewed the following regarding the proposed structure and governance of the Advisory Committee.

1. **Composition.** The Act creating the Authority identifies 17 stakeholder groups from among which the Advisory Committee members should be selected. The Board appointed the Advisory Committee members on the basis of a slate of candidates that had been recommended by the Governance and Nominating Committee pursuant to a nominee review process which gave consideration to the involvement of a diverse representation of relevant stakeholders.

2. **Size.** The Act does not prescribe a minimum or maximum number of members of the Advisory Committee. In order to accommodate the practical aspects of convening the members of the Advisory Committee and conducting its deliberations in an effective manner, the Board appointed a slate of nominees which reflected the Committee's suggestion that the Advisory Committee initially be limited to 30 to 45 members.

3. **Staggered Terms.** The Board appointed a slate of nominees which reflected the Committee's suggestion that the appointment of the Advisory Committee members could be staggered, similar to the way in which the terms of the Board members are staggered, to ensure some continuity in the aggregate experience level of the Advisory Committee from year to year. The Board appointed 32 new Advisory Committee members for a two-year term beginning June 22, 2011 and 13 additional Advisory Committee members for a two-year term beginning July 1, 2012.

4. **Reports to Board.** The Act provides that the "purpose of the Advisory Committee shall be to advise and provide recommendations to the Authority regarding the ILHIE". To facilitate the communications envisioned by the Act between the Advisory Committee and the Board, the Board is inviting the Advisory Committee to present a report to the Board at each of the Board's future public meetings. Dr. Whitaker noted that the intended communications would be two-way, with the Board from time to time requesting the Advisory Committee to provide guidance on a specific topic identified by the Board.

5. **Meeting Frequency.** While the Advisory Committee has the freedom to establish its own meeting schedule, the Committee has suggested that the Advisory Committee meet no less frequently than the Board.

In the ensuing discussion with the Advisory Committee co-chairs, it was suggested that the adoption by the Authority of a three-year strategic plan would be helpful in informing the focus and work plan of the Advisory Committee. Additional information was also requested regarding the professional experience and qualifications of the Advisory Committee appointees.

OHIT Recommendations for Workgroup Transition

The OHIT staff provided comments and suggestions regarding the various advisory bodies to OHIT and other State of Illinois healthcare agencies, and the proposed relationship of such bodies to the new Authority and its Advisory Committee. For each body reviewed, a recommendation was presented for either (1) the transition of the body over to the new Advisory Committee, which would determine the manner in which it may wish to include the prior working group in the Advisory Committee's workflow; or (2) retention of the body as-is, in most cases as an advisory entity to OHIT; or (3) elimination or incorporation of the body into another workgroup.

1. Transition to Authority's Advisory Committee. OHIT recommended this solution for the following working groups: (1) Behavioral Health; and (2) Public Health.
2. Retention as-is. OHIT recommended this solution for the following working groups: (1) Consumer Education; (2) Medicaid; (3) Telehealth; (4) Technology and Interoperability; and (5) HIE Legal Task Force.
3. Restructured. OHIT recommended that:
 - (i) the Privacy and Security Workgroup be incorporated into the Technology & Interoperability Workgroup as its "Audit" Subgroup;
 - (ii) a separate Privacy & Security Committee of the Authority's Board be constituted in the near future to address issues of Privacy and Security policy; and
 - (iii) the Finance and Sustainability Workgroup be eliminated, but that certain of its subject matter experts could be requested by the Authority's Budget and Finance Committee from time to time to provide guidance directly to that Committee.

In the ensuing discussion, the consensus of the Committee was that rather than having the Telehealth Workgroup remain as an advisory body to OHIT, the Authority could benefit from the potential guidance of the subject matter experts serving on that workgroup by having it transitioned to the Authority's Advisory Committee. It was suggested that the Telehealth Workgroup be tasked with developing use cases for the Advisory Committee's consideration, and participate in the future examination of the quality measurement submission requirements for Meaningful Use Stage 2 incentive payment eligibility.

In the Committee's discussion of the Authority's access to guidance from subject matter experts on technical matters, the OHIT staff provided information regarding the Request For Proposal (RFP) that the State of Illinois had issued through OHIT for the acquisition of the core services of the state-level Health Information Exchange (ILHIE). The State would be benefiting during the evaluation of the bids submitted in response to the RFP from guidance from subject matter experts on technical matters. The Authority's role in respect of the future ownership, maintenance and sustainability of the ILHIE was noted, as were some of the restrictions imposed by Illinois' procurement law and Executive Ethics Commission procedures on the conduct of any State procurement process.

Advisory Committee Meeting Schedule

Messrs. Krok and Odman will meet to determine the date, place and time for the Inaugural Meeting of the Advisory Committee, with logistical support for that meeting provided by the OHIT staff. It is anticipated that the focus of the Inaugural Meeting of the Advisory Committee will be informational with regard to the Authority and the proposed ILHIE.

Public Comment

There were no comments offered from the general public.

APPROVED 11/2/11

Adjournment

The meeting was adjourned at 12:45 p.m.

Minutes submitted by:
Mark Chudzinski, Secretary