

**MINUTES OF THE JUNE 6, 2012, MEETING
OF THE GOVERNING BOARD OF THE
ILLINOIS HEALTH INFORMATION EXCHANGE AUTHORITY**

The Board of Directors (the “Board”) of the Illinois Health Information Exchange Authority (“Authority”), pursuant to notice duly given, held a meeting at 12:15 p.m. on June 6, 2012, at the Illinois State Library in Springfield, IL.

<p><u>Appointed Members Present:</u> 1. Mr. David Holland 2. Dr. William Kobler 3. Dr. Nancy Newby 4. Dr. Cheryl Whitaker</p>	<p><u>Appointed Members Present by video conference:</u> 1. Dr. Bechara Choucair 2. Mr. Mark Neaman</p>
<p><u>Appointed Members Absent:</u> 1. Dr. Nicholas Panomitros 2. Dr. Bruce Wellman</p>	<p><u>Vacancies:</u> 1. Executive Director</p>
<p><u>Ex-Officio Members Present:</u></p>	<p><u>Ex-Officio Members Present by video conference:</u> 1. DHS – Ms. Susan Locke 2. DOI – Mrs. Colleen Burns 3. DPH – Mr. David Carvalho 4. HFS – Director Julie Hamos 5. OOG – Ms. Amy Sagen</p>
<p><u>OHIT Staff Present:</u> Laura Zaremba; Mark Chudzinski; Connie Christen; Saroni Lasker; Mary McGinnis; Sanjay Patel; John Saran</p>	<p><u>OHIT Staff Present by video conference :</u> Dia Cirillo; Diego Estrella; Krysta Heaney; Danny Kopelson; Saro Loucks; Cory Verblen</p>

Call to Order and Roll Call

Dr. Cheryl Whitaker welcomed the appointed and ex-officio members of the Illinois Health Information Exchange Authority, as well as the members of the general public in attendance. Mr. Chudzinski, Secretary to the Board, confirmed the presence of the Members of the Authority Board noted above. There were no objections from the members of the Authority Board to the participation by video conference of Dr. Bechara Choucair and Mr. Mark Neaman, nor to the participation by video conference of the ex-officio members, who had advised the Secretary in advance of their attendance by electronic means necessitated by business or employment purposes.

Approval of Agenda

There were no proposed revisions to the meeting Agenda, as posted in advance of the meeting in accordance with the Illinois Open Meetings Act.

Approval of Minutes of Prior Meetings

On motion duly made and seconded, the minutes of the Meeting of the Board on April 11, 2012, as well as the minutes of the Meeting of the Committee of the Whole on April 11, 2012, were unanimously approved by the voting members of the Board. The one amendment was to add Dia Cirillo to the list of OHIT in attendance at the Meeting of the Board on April 11, 2012.

Chair Report

Dr. Whitaker remarked on the importance of the Authority participating in the Request for Information (RFI) issued by the federal Office of the National Coordinator (ONC) regarding the future governance of the nationwide health information exchange network (the “NwHIN”). It is critical for Illinois’ voice to be heard in support of the national development and enforcement of common HIE standards. Dr. Whitaker encouraged Board members to provide their insights regarding the NwHIN to the OHIT staff, and also encouraged full engagement by Board members in the upcoming committee activities of the Board in the coming summer months.

Dr. Whitaker reported on the launch by the ONC of a consumer engagement project, with a focus on HIT being used to address issues of immunizations and cancer treatment in underserved areas. Dr. Whitaker specifically mentioned an emerging opportunity to create a pilot project regarding screening women in the Chicago area for breast cancer.

Acting Executive Director’s Report

Acting Executive Director of ILHIE, Ms. Laura Zaremba, reported on the progress of the development and implementation of the state-level health information exchange (“ILHIE”). The goals of ILHIE are to improve health care quality and outcomes, control of the cost of health care and enhance value for patients and payers, enhance public health and maximize federal HIT funding. Similarly the objectives of the ILHIE Initiative are to promote the adoption and use of electronic health records, provide a secure exchange of clinical data among providers, report quality measures and amplify public health reporting for disease surveillance.

For Phase 1 of the ILHIE implementation, Direct secure messaging, currently there are more than 423 registered users, which exceeds the Q2 registration goal. Furthermore, there has been an expansion of uses cases, especially with behavioral health transitions of care and the use of Direct to facilitate the transmission of color images among providers. The end of the year goal for Phase 1 is 836 registered users. Currently, ILHIE Direct is being marketed to providers without EHR’s and the Regional Extension Centers (RECs) are contacting providers to assist them with registration, usage and other technical support. There is a diverse geographic distribution throughout the State of ILHIE Direct users, most of whom are individual providers.

For Phase 2 of the ILHIE implementation OHIT is currently engaged in the onboarding of alpha partners and will host a webinar later in June for future prospective test partners. OHIT also has made progress with the implementation of the Master Patient Index and the Provider Directory.

Mr. David Carvalho spoke to the progress of the development and implementation of the Public Health Node (“Node”) within ILHIE. He advised that the Department of Public Health had entered into an agreement with a nonprofit organization, Medical Research Analytics, to set up the Node and enable user registration. The Node accepts data from HL7 transactions and provides a separate feed for reporting immunization data. There is also a gateway to public health registries for enabling satisfaction of Stage 2 Meaningful Use requirements. Currently, the Node enables hospital reporting of multiple drug resistant organisms and hospital acquired infections. The main goal for the Node in connection with the Department’s Community Transformation Grant is to connect Federally Qualified Health Centers and to aggregate information in ways that are useful for public health purposes.

Ms. Zaremba reported that Illinois has reached a new milestone in the number of eligible Medicaid, Medicare and Hospital providers registered for the federal EHR adoption incentive payment program. The federal funds distributed by Illinois under the program to date have exceeded \$200 million; OHIT anticipates that over \$500 million in federal funds will be distributed to Illinois providers over the term of the program.

Ms. Zaremba reported that the appointment of an Executive Director is pending.

Ms. Dia Cirillo, program director of OHIT’s Behavioral Health Integration Project (BHIP), reported that five BHIP summits will be held across the state over a period of four weeks in June. Over 187 registered providers will assemble to provide OHIT recommendations for changes in Illinois policy. The BHIP project will also fund four demonstration projects of the use of HIT to enable the exchange of behavioral health patient data. A second state-wide BHIP meeting is currently planned for September 13, 2012.

Ms. Mary McGinnis reported on the participation of ILHIE Authority Board members, Advisory Committee members, OHIT staff and other ILHIE stakeholders in the HIE Advocacy Day that was held in Springfield on May 2, 2012, co-sponsored by ILHIMA and the Greater Chicago Chapter HIMSS.

Ms. McGinnis presented an overview of E-Prescribing in Illinois. The extent of deployed infrastructure to enable e-prescribing in Illinois has steadily increased since 2008 with 90% of pharmacies having the technology enabled. As of 2011, Illinois was pretty close to the national average for enabled pharmacies. However, the percentage of Illinois providers who e-prescribe lags the national percentage. As e-prescribing of controlled substances was authorized in Illinois as of January 1, 2012, it is anticipated that e-prescribing in Illinois will increase as the change to Illinois law becomes more widely known by prescribing physicians, who must go through a lengthy DEA process to obtain certification for such e-prescribing. Ms. McGinnis will explore with members of the Advisory Committee, and with the recently-formed E-Prescribing Workgroup, the top 3 barriers to e-prescribing in Illinois, and solicit input for effective educational outreach.

HIE Regulatory Update

OHIT’s General Counsel, Mark Chudzinski, provided a HIE Regulatory Update. On May 8, 2012, OHIT submitted to the Department of Health and Human Services Office of National Coordinator (ONC) an update to the Illinois Strategic and Operational Plan along with reply

comments to Program Information Notice No. 3 (PIN-003), in which ONC set out 23 elements that it recommends all HIEs should have with respect to their privacy and security policies. The OHIT reply included input from Metro Chicago HIE, Lincolnland HIE, Illinois Health Exchange Partners and Central Illinois HIE. Of the 23 recommended elements, OHIT felt that 9 elements were “reasonable,” 7 elements were “challenging” and 7 elements were “futuristic”. OHIT further replied that patient data privacy and security policies remain to be considered and adopted by the ILHIE Authority and, potentially, the General Assembly, which has already reflected a strong Illinois commitment to the protection of patient privacy in the Authority’s enabling act. Finally, Illinois has the necessary procedures in place and stakeholder involvement to address the gap between the ONC’s PIN-003 recommendations and Illinois’ patient data privacy and security policies.

Many of ONC’s PIN-003 recommendations regarding HIE privacy and security elements are also reflected in ONC’s Request for Information (RFI) regarding the future governance of the nationwide health information exchange network (the “NwHIN”), published on May 15, 2012. Mr. Chudzinski provided an overview of the evolution of the NwHIN to date, and the proposed conditions for future participation in NwHIN by entities such as the ILHIE. OHIT is proposing that the Authority respond to those issues which directly affect the Authority’s statutory obligations and to advocate for federal leadership in the formulation of national standards which promote the technical interoperability of HIT infrastructure. The reply would also suggest that there needs to be a balance between the need for a governance structure and adequate patient privacy protection, with the need to allow emerging innovation in health information technology to continue. A resolution has been proposed for the Board’s consideration to authorize the Chair to file a reply on behalf of the Authority, the deadline for which is June 29, 2012.

Governance and Nominating Committee Report

Dr. Whitaker reported that a meeting of the Governance and Nominating Committee was called on Friday, June 1, to review the following four action items, which are reflected in four Resolutions presented by Dr. Whitaker, as Board Chair, for the Board’s consideration:

- *Resolution Number 2012-05:* In response to the issuance by the Federal ONC of a Request for Information regarding the governance of the national HIE to which comments can be submitted by June 29, it is proposed that the Chair be authorized to have comments submitted on behalf of the Authority;
- *Resolution Number 2012-06:* The renewal is proposed of two expiring inter-agency agreements between OHIT and the Authority pursuant to which OHIT has been providing the services of Laura Zaremba as Acting Executive Director and other OHIT resources and staff.
- *Resolution Number 2012-07:* As the one-year terms of the current officers have expired, the election is proposed of the following persons as Authority officers: Dr. Cheryl Whitaker as Chair; Dr. Bruce Wellman as Vice-Chair; Sanjay Patel as Treasurer; and Mark Chudzinski as Secretary; and
- *Resolution Number 2012-10:* The authorization of the Chair is proposed to execute on behalf of the Authority of an inter-agency agreement between the Department of Healthcare and Family Services, OHIT, and the Authority providing for the availability of certain funds for the operating expenses of the Authority.

The text of each proposed Resolution had been circulated in advance to the members of the Board. The motion for the adoption of *Resolution Number 2012-05*, *Resolution Number 2012-06*, *Resolution Number 2012-07* and *Resolution Number 2012-10* having been duly made and seconded, each of the four resolutions was unanimously adopted by the voting members of the Board. The text of each of the Resolutions as adopted is posted on the Authority's website and included in the Authority's minute book records.

Budget and Finance Committee Report

OHIT's CFO, Sanjay Patel, presented a report on behalf of the Budget and Finance Committee, which had met on May 30, 2012. The Committee had discussed the proposed ILHIE Authority budget for fiscal year 2013. The primary source for the funding of the ILHIE Authority comes from the federal grant award from the ONC. The costs come from the salaries and fringe benefits of the Executive Director and the other anticipated staff. The costs for the implementation of the ILHIE assume a capacity of 50,000 users and then it is anticipated that additional costs will follow after that level of users is surpassed. To date for fiscal year 2012, the costs for the ILHIE Authority are principally comprised of personnel salaries/fringe benefits and payments to Intersystems, the selected ILHIE technology vendor. The Committee approved the proposed budget and recommended its adoption by the Authority Board pursuant to *Resolution Number 2012-08*.

The Committee also discussed the adoption by the Authority of an Employee Handbook, since the Authority's enabling statute exempts the Authority from the Illinois Personnel Code. An Employee Handbook setting forth the Authority's human resource policies and practices would be desirable to address, among other matters, the Authority's process for employee discipline, sufficient notice and due process in connection with employee dismissal. It is proposed that the Authority's staff shall develop an Employee Handbook for review and approval by the Committee, which would report to the Board. The Board would exercise ultimate authority regarding the final ratification, clarification or rejection of the Committee's adoption and revision of the Employee Handbook. The Committee approved the proposed *Resolution Number 2012-09* and recommended its adoption by the Authority Board. As initially approved, *Resolution Number 2012-09* provided that the Budget and Finance Committee would oversee the approval, modification, ratification and cancellation of the ILHIE Employee Handbook; subsequent to further discussion of the Board Committee of the Whole, the final text of the Resolution was modified to provide that the Governance and Nominating Committee would be charged with oversight with respect to the Employee Handbook.

The text of each proposed Resolution had been circulated in advance to the members of the Board. The motion for the adoption of *Resolution Number 2012-08* and *Resolution Number 2012-09* (as revised) having been duly made and seconded, each resolution was unanimously adopted by the voting members of the Board. The text of each Resolution as adopted is posted on the Authority's website and included in the Authority's minute book records.

Data Privacy and Security Committee Report

Dr. Panomitros, chair of the ILHIE Data Privacy & Security Committee provided a written report for the Board, read by Mr. Chudzinski. The ILHIE Data Security & Privacy Committee convened on May 3, 2012. The meeting was held as part of the Illinois Health Information Management Association's (ILHIMA's) Annual Meeting in Blooming-Normal, Illinois. ILHIMA, an affiliate of the American Health Information Management Association (AHIMA), is a membership organization of health information management (HIM) professionals and is recognized as a leader in health information management practice. The forum of the ILHIMA Annual Meeting provided a unique opportunity for the Committee to hear invited and public testimony from health information management professional in Illinois.

The Committee heard the following seven items of testimony:

1. Vicki Day, Family Nurse Practitioner with OSF Saint James John W. Albrecht Medical Center in Pontiac, IL.
2. Harry Rhodes, Director Practice Leadership, American Health Information Management Association (AHIMA).
3. Donna Schnepf, President, ILHIMA; Sandra Joe, President Elect, ILHIMA; and Deshawna Hill-Burn, Past President, ILHIMA.
4. Cindy Bracy and Heather Shankland, 1st and 2nd Year Directors of Legislation and Advocacy, ILHIMA, respectively.
5. Kim Baldwin-Stried Reich, ILHIMA Board Advisor and AHIMA Speaker-Elect.
6. Dietra Kulicke – Director, Marketing and Communication, Chestnut Health Systems.
7. Laura Knoblauch – Director, Illinois State University Student Health Services.

In the ensuing Board discussion of the Committee's proposed work plan and timeline, the Board encouraged the Committee to submit to the Board at its next meeting, on September 19, 2012, its recommendations regarding patient data privacy and security policies, in time to potentially propose any necessary legislative proposals to the Illinois General Assembly during its Fall 2012 session.

Regional HIE Workgroup Update

Mrs. Terry Jacobsen, representing the Regional HIE Workgroup, advised that over the last week there were meetings of the regional HIEs to discuss their potential submission of comments to the federal NwHIN Governance RFI. The Regional HIE Workgroup expressed serious concerns about the ONC's recommendations of what all HIEs should have with respect to their privacy and security policies. The Workgroup also is in discussions with OHIT staff regarding the participation of the Regional HIEs in the deliberations of the Authority's Data Security and Privacy Committee regarding patient data privacy and security policies. The Workgroup participated in the proposed organization of specific panels of persons who would provide testimony on specific privacy and security policy topics in the coming weeks.

Regional Extension Center Update

Mr. Roger Holloway, representing the Illinois Health Information Technology Regional Extension Center (ILHITREC), advised the Board that ILHITREC has filled all of the allocated user slots and has created a waiting list. There has also been a rapid increase of providers reaching Meaningful Use; 50-60% of the 1,300 registered providers will attain the requirements

of Meaningful Use by the end of 2012. There are differences in profiles, but there will be some interesting metrics for determining barriers and solutions. Since the current federal grant allows REC operations through February 2014, the target is to have everyone at Meaningful Use by September 2013. Mr. Holloway also mentioned that ILHITREC is working closely with vendors, including Nextgen, Greenway and E-Clinical, to find solutions for difficulties, measuring Meaningful Use and shortening implementation time.

Public Comment

Mrs. Terry Jacobsen suggested that a conversation among the Authority and its stakeholders about the strategic landscape of health care delivery may be desirable. The interplay of different ILHIE use cases with respect to different patient populations could be explored in “table-top exercises”. The effects of policies on different patient populations should be measurable to help assess the impact of policy decisions.

Adjournment

The meeting was adjourned at 2:30 p.m.

Minutes submitted by:

Mark Chudzinski, Secretary



Projected Budget for the ILHIE Authority

	State Fiscal Year 7/1/12-6/30/13	State Fiscal Year 7/1/13-6/30/14
Revenue		
Public Funding		
Federal Funding	\$ 975,579	\$ 1,573,328
State contribution for Federal Funding	\$ -	\$ -
Total Public Funding	\$ 975,579	\$ 1,573,328
Other Revenue		
Contributions from Private Payers to Develop HIE	\$ -	\$ -
Other Revenue (Grants and Other Contributions)	\$ -	\$ -
User Fees from:		
Hospitals	\$ -	\$ -
Physicians	\$ -	\$ -
Regional/Other HIE	\$ -	\$ -
Payers	\$ -	\$ -
Total Other Revenue	\$ -	\$ -
Total Revenue	\$ 975,579	\$ 1,573,328
Expenses		
Expenses to Develop and Maintain the HIE	\$ -	\$ -
ILHIE Authority salaries and other expenses (Note 1)	975,579	1,573,328
Total Expenses	\$ 975,579	\$ 1,573,328
Net Income (Loss)	\$ -	\$ -

Notes:

1. This ILHIE Authority projected budget is based on assumptions for personnel costs through the federal grant award period (2/7/2014 expiration date) and for the first five months after the federal grant award expiration date. The federal grant award will fund the HIE implementation, which will have the capacity to support 50,000 users. As the ILHIE Authority retains a staff to address business operations, the ILHIE Authority will need to execute a business plan (currently being researched and developed) to ensure adequate business revenues are available to meet daily operational needs. In addition to personnel and other operational expenditures, the ILHIE Authority, based on the number of users connected to the ILHIE, will incur costs (per the Intersystems Corporation contract) for providing services to HIE connected users. Accordingly, the ILHIE Authority will need to identify and pursue sources of revenue including business development efforts, as well as additional public and private sources of funding to ensure operational and technical expenditures are adequately addressed.



ILHIE Authority Projected Budget with Expense Categories			
Categories of Spending	7/1/12 - 6/30/13	7/1/13 - 6/30/14	Total
Personnel	\$ 592,950	\$ 838,575	\$ 1,431,525
Fringe Benefits	\$ 349,129	\$ 493,753	\$ 842,882
Travel	\$ 15,000	\$ 30,000	\$ 45,000
Equipment	\$ 7,500	\$ 8,000	\$ 15,500
Supplies	\$ 1,000	\$ 3,000	\$ 4,000
Contractual (Note 1)	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -
Other (Note 2)	\$ 10,000	\$ 200,000	\$ 210,000
TOTAL	\$ 975,579	\$ 1,573,328	\$ 2,548,907

New ILHIE Authority Employees Assumed in Projected Budget (Note 3)		
	7/1/12 - 6/30/13	7/1/13 - 6/30/14
IL-HIE Authority Staff Member	Salary	Salary
Executive Director	\$ 133,575	\$ 133,575
Marketing/Business Development Director	\$ 65,625	\$ 75,000
Business Development Representative	\$ 52,500	\$ 60,000
Business Development Representative	\$ 52,500	\$ 60,000
Administrative Assistant	\$ 43,750	\$ 50,000
Chief Operating Officer	\$ 79,167	\$ 100,000
Privacy/Security Officer	\$ 79,167	\$ 100,000
General Counsel	\$ 33,333	\$ 100,000
Chief Information Officer	\$ 33,333	\$ 100,000
Communications Director	\$ 20,000	\$ 60,000
Totals	\$ 592,950	\$ 838,575

Notes:

1. This ILHIE Authority projected budget is based on assumptions for personnel costs through the federal grant award period (2/7/2014 expiration date) and for the first five months after the federal grant award expiration date. The federal grant award will fund the HIE implementation, which will have the capacity to support 50,000 users. As the ILHIE Authority retains a staff to address business operations, the ILHIE Authority will need to execute a business plan (currently being researched and developed) to ensure adequate business revenues are available to meet daily operational needs. In addition to personnel and other operational expenditures, the ILHIE Authority, based on the number of users connected to the ILHIE, will incur costs (per the Intersystems Corporation contract) for providing services to HIE connected users. Accordingly, the ILHIE Authority will need to identify and pursue sources of revenue including business development efforts, as well as additional public and private sources of funding to ensure operational and technical expenditures are adequately addressed.

2. Projected expenditures relate to rental of office space.

3. Staff positions referenced represent potential management and operational roles to establish the ILHIE Authority as a governing body for the ILHIE. All staff positions are subject to the review and further evaluation and approval by the Executive Director.



ILHIE Authority Projected Personnel Costs

ILHIE Staff Member	Budgeted Starting Salary	7/1/12 - 6/30/13 Effective Start	Effective Salary Amount	7/1/13 - 6/30/14 Effective Start	Effective Salary Amount
Executive Director	\$ 133,575	07/01/12	\$ 133,575	07/01/13	\$ 133,575
Marketing/Business Development Director	\$ 75,000	08/15/12	\$ 65,625	07/01/13	\$ 75,000
Business Development Representative	\$ 60,000	08/15/12	\$ 52,500	07/01/13	\$ 60,000
Business Development Representative	\$ 60,000	08/15/12	\$ 52,500	07/01/13	\$ 60,000
Administrative Assistant	\$ 50,000	08/15/12	\$ 43,750	07/01/13	\$ 50,000
Chief Operating Officer	\$ 100,000	09/15/12	\$ 79,167	07/01/13	\$ 100,000
Privacy/Security Officer	\$ 100,000	09/15/12	\$ 79,167	07/01/13	\$ 100,000
General Counsel	\$ 100,000	03/01/13	\$ 33,333	07/01/13	\$ 100,000
Chief Information Officer	\$ 100,000	03/01/13	\$ 33,333	07/01/13	\$ 100,000
Communications Director	\$ 60,000	03/01/13	\$ 20,000	07/01/13	\$ 60,000
Totals	\$ 838,575		\$ 592,950		\$ 838,575

Notes:

Staff positions referenced represent potential management and operational roles to establish the ILHIE Authority as a governing body for the ILHIE. All staff positions are subject to the review and further evaluation and approval by the Executive Director.