

**MINUTES OF THE NOVEMBER 2, 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 1:00 p.m. on November 2, 2011, at the offices of the Office of Health Information Technology (“OHIT”), State of Illinois James R. Thompson Center, 100 W. Randolph, Room 2-201, 100 W. Randolph St., Chicago, IL 60601.

<u>Committee Members Present:</u> 1. Mr. David Holland (by telephone) 2. Dr. William Kobler (by telephone) 3. Dr. Nancy Newby (by telephone) 4. Dr. Nicholas Panomitros (by telephone) 5. Dr. Cheryl Whitaker 6. DPH – Deputy Director David Carvalho (by telephone)	<u>OHIT Staff Present:</u> Laura Zaremba; Mark Chudzinski; Michael Flanigan; Mary McGinnis
<u>Committee Members Absent:</u> 1. Dr. Bechara Choucair	

Call to Order and Roll Call

Mr. Chudzinski, Secretary of the Board, confirmed the presence of the Members of the Committee noted above. The ability of the Committee Members 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 July 27, 2011 were approved.

Advisory Committee

A. Addition of Microsoft representative

Laura Zaremba reported that Microsoft has requested the appointment of a representative to the Advisory Committee. Shelley Stern, Microsoft Community affairs director for the Midwest District, will be contacted for further information regarding the request.

B. Addition of an Illinois Hospital Association representative

The Illinois Hospital Association (IHA) has requested the appointment of a representative to the Advisory Committee. The IHA has proposed Lori Williams, Vice President Small & Rural

Hospital Affairs; the OHIT staff will request Ms. Williams to complete the Committee's standard membership application form.

C. Resignations

Ms. Rose Anne Laureto, Chief Information Officer at University of Illinois Medical Center, has resigned from the Committee as a Year 2 appointee as a result of a job change that involves her relocation outside of Illinois.

Privacy & Security Committee

Mr. Chudzinski recommended that the Board create a Privacy & Security Committee. The Committee would focus on the complex issues of patient consent policy and make policy recommendations to Board for its adoption. Mr. Chudzinski suggested the Committee be chaired by a Board member but include Advisory Board members, subject matter experts, and experienced industry leaders.

In the ensuing discussion, Dr. Panomitros volunteered to chair the Committee. Deputy Director Carvalho also volunteered to participate in the Committee. Mr. Chudzinski suggested that a list of Advisory Committee members should be circulated to Dr. Panomitros and Deputy Director Carvalho for their review to compile a recommended list of 5 or 7 nominees. OHIT staff will prepare an appropriate resolution defining the initial scope of the Committee's responsibility for the Board to consider at the December 1st meeting. The Committee should begin considering the patient consent management policy issues that may impact the rollout in 2012 of the proposed ILHIE core services.

Mr. Chudzinski advised that the OHIT staff would wish to explore with the new Privacy & Security Committee at least two new future initiatives of the Authority: (1) a public education initiative to inform and educate the general public and the healthcare provider community about the ILHIE and its patient data privacy and security aspects; and (2) an increased patient data privacy and security enforcement role for the Authority with the appointment of a chief privacy officer for the Authority who would implement programs to monitor and address breaches of protected patient health information (PHI) relating to the operation of the ILHIE.

ILHIE Authority Staffing

Ms. Zaremba presented the following draft documents for discussion: OHIT to ILHIE Authority Transition and Timeline, which envisions the hiring of an Executive Director in January 2012; and the Position Description of the Executive Director, Illinois Health Information Exchange Authority. She noted that the Governor's appointment of the Authority's Executive Director is regulated by the Authority's enabling statute, and would follow the same appointment process as for the Governor's appointment of an Authority Board member. The Committee provided guidance regarding the Position Description of the Executive Director; the OHIT staff will revise the Position Description accordingly and circulate it to OHIT's list serve subscribers to publicize the opportunity and commence the search process.

A. Permanent Executive Director

In the ensuing discussion, the Committee discussed whether resources were available for engaging an executive search firm to conduct a search for a the Authority's Executive Director. In addition, the Committee discussed whether the Executive Director's statutory compensation could be enhanced to make the position more competitive with private industry positions. The Committee suggested that the desired Executive Director would have a clinical background with experience in hospital information management and building a team.

B. Other Staff

Other key Authority staff to be engaged prior to January 2013 include marketing and business development personnel. In the ensuing discussion, the Committee was advised that the Authority's other staff positions are not subject to the Illinois State personnel code. It was suggested that a full time business analyst or an operating director of ILHIE should be engaged by the Authority before the January 2013 commencement of a transition of staff responsibilities from OHIT to the Authority.

Public Comment

There were no comments offered from the general public.

Adjournment

The meeting was adjourned at 2:15 p.m.

Minutes submitted by:
Mark Chudzinski, Secretary