

Community Health Information Collaborative

Board of Directors Meeting Minutes

CHIC Conference Room -Conference Call Line

February 7, 2008

12:00- 3:00 p.m.

Attendance:

Scott Anderson

Clark Averill

Chuck Bainter

Dale Borchardt

Julie Burns

Therese Campbell

Cindy Chambers

Tedd Ells

John Fraser

Bette Hoffer

Mike Holmes

Kathy LaTour

Nancy Lee

Melinda Machones

Denise Mykkanen

Shauna Porter

Cheryl Stephens

Absent: Mark Eckman, Shawna Jokinen

Jeff Stampohar, Kenneth Sussman, Joe

Wivoda

I. Welcome and introductions: Tedd Ells will take Kevin Walsh's position on the Board from Fond du Lac Human Services

II. Approval of October 23, 2007 meeting minutes: Approved – delete “attached” if no document

III. Current Business

A. CHIC

1. Updated copy of Bylaws was included in the handouts change in Section 2 #12 to read “One non-voting representative from healthcare information technology professional/specialist”
2. Board roster will add Tedd Ells from Fond du Lac replacing Kevin Walsh.
3. Board Members whose terms expired were noted: Clark Averill, Chuck Bainter, Dale Borchardt, Cindy Chambers, Mike Holmes, & Nancy Lee; A motion passed to renew the expired terms. All agreed to continue to serve on the CHIC Board of Directors for 3 more years, until 2010.
4. Members who were absent, Mark Eckman and Jeff Stampohar, will be asked to respond regarding their continued service: Tess Settergren has taken a position in CA. Dennis Dasenko, CIO of SMDC has been contacted to appoint someone to represent SMDC
5. The Board will elect officers at the next meeting
6. Marketing Update: Ann Glumac presented potential Tag Lines to go with the logo on the web site and on stationery – The Board selected “*Building bridges to quality health care*”

B. MIIC

Bette Hoffer presented

1. New clinics in the CHIC region

2. Continued efforts to enroll hospital, long term care facilities and licensed child daycare facilities
3. User agreements have been signed and will be renewed again in 2010
4. Bette attends the state MIIC regional coordinators meetings
5. Continued site visits to MIIC facilities: new employee training, update and meet users around the CHIC region
6. The National Immunization Conference in Atlanta is March 17-20, 2008 – Bette will attend

C. USAC

1. 2007-2008 Status report
2. There was a unanimous decision not to increase the fee to 15% and to remain at the 10% level for at least a year, while we study the updated requirements from USAC
3. A pilot project for discounting services is being tested, but has no funds for administrative services; The first phase is installation/construction only

D. EMERGENCY PREPAREDNESS

1. Change of fiscal agent for HHS grant from SMDC to CHIC is working out with Denise Mykkanen assisting Cheryl
2. 2007-2008 HHS (Health and Human Services) Budget was reviewed by the Board
3. Deliverables: The Federal government has requested quarterly information from all the hospitals pertaining to various aspects of emergency preparedness including each hospital's emergency/disaster plan to be reviewed
4. The award presented to Cheryl was on display at the meeting: The Wolters Kluwer Health award for Excellence in Pandemic Flu Medical Capacity Planning at the AMA/CDC Second National Congress on Health System Readiness in Washington, DC October 18 & 19, 2007
5. Cheryl has agreed to speak at the "Multi-Agency Coordination in Disaster Planning for Hospitals". Her presentation is "*Coordinating a Multi-Agency Response*" – May 13-14 in Las Vegas, NV
6. Cheryl will be visiting hospital Emergency committee meetings throughout the year
7. The Behavioral Health committee is planning on repeating the conference for care providers for returning military/Veterans in Hibbing – a spring date will be set

E. E. RHIO

1. Current MDH eHealth Implementation grant
 - Received a 3-month extension to complete two initiatives:
 - a. One initial grant initiative was to extend the use of the chic-rhio.org portal to include new links. The extension project will work with MEDNET, USA, St. Luke's, SISU, and Virginia Medical to pilot a record locator service from the portal.

- b. The secure e-mail project with Bayshore and Carlton County identified several promising uses for encrypting e-mail, mostly with local hospitals and clinics already using Zix. However, little was accomplished with Itasca County. The 3-month extension will focus on efforts to get them involved and to document the actual benefits derived from the project.

2. HealthBio™

- Work is now focused on the senior population in assisted living facilities. We are working with Shawna Jokinen at Lakeshore and a second group of CSS Healthcare Informatics and Information Management (HIIM) students to implement this group.
- Working with UDAC, CSS, and SuperiorHealth to apply for an AHRQ Grant: “Ambulatory Safety and Quality Program: Improving Management of Individuals with Complex Healthcare Needs through Health IT”. Focus will be on the use of HealthBio™ with adults with DD and identifying benefits for patients and providers.

F. FINANCIALS

1. Budget and income statement
2. MIIC funding was \$41,000 down from \$72,000
3. MDH funding – expenses we are incurring are not reimbursed
4. Audit is scheduled for April 8 and a report to the Board will be in November
5. 2008 Budget was approved by the Board (attached)

II. NEW BUSINESS PLANNING

- A. CHIC meeting with Diane Mandernach, CEO SISU, Julie Myhre, Community Health Board for ongoing collaborative activities

The meeting was adjourned at 2:00p

Next Meeting: April 17, 2008 Place Radisson Conference Center: Messabi Room