

# Board of Directors Meeting Minutes

Blackwoods Conference Center, Proctor

September 17, 2009 12:00- 3:00 p.m.

## Attendance:

Scott Anderson	Dennis Dassenko (Conf line)
Clark Averill	Bette Hoffer
Dale Borchardt	Kathleen LaTour
Julie Burns	Melinda Machones
Therese Campbell	Denise Mykkanen
Lyndsay Daniel	Cheryl Stephens

Absent: Chuck Bainter, Cindy Chambers, Mike Holmes, Shawna Jokinen  
Nancy Lee

I. Welcome with Luncheon

II. Current Business:

A. CHIC

1. Approval of January 2009 Board meeting and ad hoc September 1 meeting ~ a motion to accept minutes as published
2. Replace Fairview Regional according to bylaws – Char Maki Send official request for Char’s service to the CEO of Fairview Regional

B. FINANCIALS

1. Unaudited Financial Statements were distributed for comments. Cheryl and Denise reported that the report is similar to last year and CHIC continues to be a self-sustaining organization. The Board moved and approved to accept the unaudited report as published.
2. CHIC membership fee structure was discussed. Included in that discussion were questions on the history behind the fees and why some facilities were grandfathered-in. . This discussion led to what membership fees should be assigned to HIE-Bridge™ users. The conclusion was as follows:
3. HIE-Bridge Users should pay full membership fees along with their respective subscription fees to be part of the HIE-Bridge network. USAC Users, only, should be allowed to join with an Associate membership. Other users would continue to pay their current membership fees.
4. SSA Application – CHIC is preparing to submit a proposal, with MEDNET and three member hospitals, to participate in the expansion of disability eligibility through the NHIN.

C. HIE-Bridge™ Update – Melinda Machones presented an exhibit for the roles and Responsibilities of the HIE-Bridge™ Governing Committee

1. Based on the CHIC ByLaws, it was determined that this should be a ‘committee’ under the CHIC Board. It was, therefore, named the HIE-Bridge™ Governing Committee.

- The group reviewed proposed membership structure and recommended several changes. Melinda agreed to review the description of the committee to reflect these changes.
  - A review of the recommended roles and responsibilities was completed with several changes. These will, also, be reflected in the definition of the committee.
  - It was agreed that while many functions may be delegated from the Board to the new HIE-Bridge Governing Committee, the Board keeps responsibility for final decisions of purpose and policy.
2. It was planned that the first meeting of the HIE-Bridge Governing Committee would convene before the end of October and a chair identified. The Board will, then, have the opportunity to review and approve.

#### D. MIIC

1. Bette Hoffer providing recruitment activities to long term care facilities, hospitals and pharmacies – adding enrollment in the MIIC Registry
2. Trainings took place in five locations with 80 attendees
3. H1N1 information is available on the MDH MIIC site.
  - Encourage the seasonal flu vaccine along with the need for the H1N1 vaccine
  - H1N1 vaccine will be distributed around October 15

#### E. USAC

1. 2008-2009 Status report – Correction for Falls Memorial to read \$12,952
2. 2009-2010 Status report – Everything is on schedule for the next year

#### F. EMERGENCY PREPAREDNESS

1. New grant funds include \$409, 266 needs to be expended by June 30 (10 months-3 weeks plus H1N1 Flu allotment \$121,298
  - Partners are making plans for Flu Centers, response to widespread H1N1
  - Surge capacity and Regional plans are being coordinated
2. Sponsoring our 2<sup>nd</sup> Annual Partnering in Response conference at Timberlake Lodge, Grand Rapids, MN on November 4, 2009

- G. Other: Cheryl has been invited to make a presentation at the Tribalnet annual conference at the Suncoast Hotel and Casino in Las Vegas October 6 – “The Health Information Exchange”. The air travel and hotel costs: around \$500. The Board unanimously agreed to reimburse Cheryl for the Conference.

The meeting adjourned at 3:00 pm  
Respectfully submitted: Therese Campbell

Next Meeting: January 21, 2010 Location TBD