

NHIN Coordinating Committee

Monthly Call

Meeting Notes: 4/15/10 (10:00 – 11:30 am EST)

NOTE: Portions of the meeting notes related to Confidential Participant Information may have been removed.

Committee Members (attendance signified with a “✓”)

NHIN Production Participant Members

- ✓ Jim Borland, SSA (NHIN CC Chair)
- ✓ Michael Matthews, MedVirginia
- ✓ John Mattison, Kaiser Permanente
- ✓ Stone Quillian, DoD
- Andrea Wilson, VA

NHIN Cooperative Representative Members

- ✓ Holt Anderson, NCHICA (NHIN-CC Vice-Chair)
- Marc Overhage, Regenstrief

ONC

- ✓ Mary Jo Deering
- ✓ Mariann Yeager, (NHIN-CC Secretary)

Invited Subject Matter Experts

- ✓ Steve Gravely, Troutman Sanders
- ✓ Erin Whaley, Troutman Sanders
- ✓ Doug Fridsma, ONC Office of Standards and Interoperability
- ✓ Rich Kernan, NHIN Specifications Lead
- ✓ Jackie Key, NHIN Technical Team
- ✓ Leslie Power, ONC NHIN Testing Team

Confirmed Observers

- ✓ Jeff Blair, Lovelace Clinic Foundation
- ✓ Kathy Church, HealthLINC Bloomington
- ✓ Mark Gooch, DoD
- ✓ Michele Grinberg, WVHIN
- ✓ Doug Hill, ONC
- ✓ Charley Magruder, CDC
- ✓ Jean McGraw, MedVirginia
- ✓ Aaron Seib, NeHC
- ✓ Andrew Weniger, NCHICA
- ✓ Jim Winn, SSA

1 Meeting Summary

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3 Agenda Topic #1: Identify participants

4 *Discussion Summary:* Roll call facilitated to identify NHIN CC members and observers present.
5 *Decision / Outcome:* See list of participants and observers noted above.
6 *Action / Follow Up:* N/A
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8 Agenda Topic #2: Quorum

9 *Discussion Summary:* Committee Chair confirmed the NHIN CC members present and declared a
10 quorum.
11 *Decision / Outcome:* Quorum was established since five of the voting members, including at least one
12 Federal and one non-Federal Type 1 members, were present.
13 *Action / Follow Up:* N/A
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15 Agenda Topic #3: Review Agenda

16 *Discussion Summary:* The agenda was reviewed and a request for any new business was made.
17 *Decision / Outcome:* No new business was raised.
18 *Action / Follow Up:* N/A
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20 Agenda Topic #4: Approve 3/18/10 Meeting Notes

21 *Discussion Summary:* Meeting notes were approved without changes.
22 *Decision / Outcome:* Jim Borland, as NHINCC Chair, approved the meeting notes without a formal vote
23 since there were no comments or issues raised by the NHINCC.
24
25 *Action / Follow Up:* Mark meeting notes as final and post to www.hhs.gov/healthit web site.
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27 Agenda Topic #5: NHIN CC Nomination and Selection

28 *Discussion Summary:* Jim Borland resigned as Chair of the NHINCC since he is being reassigned with
29 the Social Security Administration. The NHINCC, in accordance, with Section 8 of the NHIN-CC Operating
30 Policy and Procedure #2 was asked to select a new chair to preside over its meetings.
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32 Prior to the meeting, the NHINCC Secretary solicited nominations for the NHINCC Chair position. Michael
33 Matthews and John Mattison were originally nominated for this position. John Mattison withdrew his
nomination due to his other commitments.
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35 The term of office for the Chairperson and Vice Chairperson shall be for one year;
however, an individual may succeed himself.
36
37 *Decision / Outcome - Summary:* A motion to approve Michael Matthews as Chair was made,
seconded and approved.
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39 *Action / Follow Up:* Communicate selection of Michael Matthews as the new NHINCC Chair to the NHIN
Cooperative. The term for the Chairperson is one year (April 15, 2010 – April 14, 2011).
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41 Agenda Topic #6: NHIN CC Task Group Activities: Review Plans and Status

42 *Discussion Summary:*

43 In February 2010, the NHIN Coordinating Committee (NHINCC) established a work plan that describes how the
44 NHINCC will fulfill its responsibilities in 2010 (available at
45 http://healthit.hhs.gov/portal/server.pt/gateway/PTARGS_0_10741_911166_0_0_18/NHINCC_WorkPlan_Approved_2010Mar18.pdf).

47 The NHINCC established 4 Task Groups to assist it with its efforts. Each Task Group will provide updates to
48 the NHINCC at its monthly meetings.

49 • Strategic Issues Task – Liaison John Mattison: The Task Group had its first meeting on April 8,
50 2010. During that meeting, the TG reviewed the list of issues that the TG will discuss and approved
51 the work plan, which is included in the NHINCC meeting packet. The Task Group Liaison informed
52 the NHINCC that during the Task Group's April 8th meeting, the Task Group discussed the need to
53 develop a long-term strategic road map for the NHIN Limited Production Exchange and the NHINCC.
54 This long-term strategic road map will help the NHINCC understand the future of the NHIN Limited
55 Production Exchange and what will be needed to support operations. This information and
56 understanding can help inform the work of the various Task Group's, including the Strategic Issues
57 Task Group. Doug Fridsma reminded the NHINCC that this long-term strategic road map for the
58 NHIN Limited Production Exchange and NHINCC will be an important part of the larger Standards &
59 Interoperability (S&I) framework being designed by ONC to rationalize its various initiatives and
60 projects.

61
62 At its April 8th meeting, the Strategic Issues Task Group also began reviewing a strawman document
63 that provides background, context and a framework for discussing issues related to the composition
64 of the NHINCC in the future. The Task Group reviewed and revised the assumptions upon which the
65 new composition of the NHINCC will be built and finalized the list of questions about NHINCC
66 composition that the Task Group will have to answer. The Task Group's next meeting is April 15th
67 and the Task Group will continue working through its work plan and the strawman. John Mattison, on
68 behalf of the NHINCC and the Strategic Issues Task Group, asked ONC to participate in the Task
69 Group meetings to provide valuable perspectives.

70
71 • DURSA Task Group – Liaison Michael Matthews: The Task Group had its first meeting on April 6,
72 2010. During that meeting, the Task Group reviewed the list of issues that the Task Group will
73 discuss and approved the work plan, which is included in the NHINCC meeting packet. ONC, on
74 behalf of the Task Group, solicited input from the Cooperative on April 14, 2010 regarding the issues
75 that this Task Group will address and requested that any input be provided by April 23, 2010.

76
77 • Operating Policy & Procedures Task Group – Liaison Holt Anderson: The Task Group had its
78 first meeting on April 1, 2010. During that meeting, the Task Group reviewed the list of issues that the
79 Task Group will discuss and approved the work plan, which is included in the NHINCC meeting
80 packet. ONC, on behalf of the Task Group, solicited input from the Cooperative on April 14, 2010
81 regarding the issues that this Task Group will address and requested that any input be provided by
82 April 19, 2010.

83
84 • Policy and Technical Task Group: The Task Group had its first meeting on April 8, 2010. During
85 that meeting, the Task Group reviewed the list of issues that the Task Group will discuss and
86 approved the work plan, which is included in the NHINCC meeting packet. ONC, on behalf of the
87 Task Group, solicited input from the Cooperative on April 14, 2010 regarding the issues that this Task
88 Group will address and requested that any input be provided by April 19, 2010. This Task Group is
89 still searching for a Liaison and is seeking a volunteer from one of the Participants or the NHIN
90 Technical Committee. ONC stressed the need for this Task Group to limit its activities to those that
91 impact the needs and operations of the NHIN Limited Production Exchange. This limitation was duly
92 noted by the NHINCC and is reflected in the Task Group's work plan.

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95 *Decision / Outcome:* N/A

96 *Action / Follow Up:* The NHINCC will schedule a separate meeting to discuss the long-term planning
97 issues surfaced by the Strategic Issues Task Group.

98 Agenda Topic # 7: Review & Approve NHINCC Operating Policy and Procedure #8

99 *Discussion Summary:* NHINCC Operating Policy and Procedure (OP&P) 8, the DURSA amendment
100 process, was approved at the NHINCC's March 18 meeting. Staff revised OP&P 8 based on feedback received
101 from the NHINCC and the DoD. These revisions add more specificity to the DURSA amendment process.
102 Prior to the NHINCC meeting, DoD requested one additional change – to spell out National eHealth
103 Collaborative the first time “NeHC” is referenced.

104 *Decision / Outcome:* A motion to approve OP&P 8 with all revisions and spell out National eHealth
105 Collaborative was made, seconded and approved without further discussion.

106 *Action / Follow Up:* Staff will accept all “track changes” in OP&P 8, mark OP&P 8 as final and post to
107 www.hhs.gov/healthit web site.

108 Agenda Topic #8: NHIN Specification Changes

109 *Discussion Summary:* Rich Kernan, on behalf of the NHIN Technical Committee (NTC), explained the
110 specification change request that the NTC submitted to the NHINCC. Pursuant to the DURSA and OP&P 4, the
111 NHINCC has the responsibility for determining whether a change to the Performance and Service Specifications
112 will be “material.” The current specification change request, which is included in the NHINCC meeting
113 materials, relates to changes in the Services Registry (UDDI). The NTC expects that the changes will have a
114 minimal impact on Participants.

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116 *Decision / Outcome:* The NHINCC will follow OPP 4 to evaluate the Service Registry specification
117 change.
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119 *Action / Follow Up:* The NHINCC will convene within a reasonable time to determine whether the
120 proposed changes are Material. Staff will assist the NHINCC in scheduling this meeting.

121 Agenda Topic #9: Review & Approve NHIN Lessons Learned Approach

122 *Discussion Summary:* Given time constraints during the meeting, this agenda topic was postponed
123 until the next NHINCC meeting.

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125 *Decision / Outcome:* N/A
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127 *Action / Follow Up:* N/A
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129 Agenda Topic #10: NHIN Interim Validation Plan

130 *Discussion Summary:* The NHINCC approved the Interim Validation Plan at its December 17, 2009
131 meeting. This Interim Validation Plan was intended to apply to those Applicants seeking to participate in the
132 NHIN Limited Production Exchange using NHIN Trial Implementations versions of specifications and with a
133 need to test for conformance prior to the availability of automated testing tools. At the time the NHINCC
134 originally approved the Interim Validation Plan, it only applied to VA, KP, DoD and CDC. At this time, the
135 NHINCC discussed whether the Interim Validation Plan should be extended to cover CDC's partners –
136 Regenstrief Institute, New York Department of Health and Inland Northwest Health Services.

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138 *Decision / Outcome:* A motion to revise the Interim Validation Plan to include Regenstrief Institute, New
139 York Department of Health and Inland Northwest Health Services was made, seconded and approved without
140 further discussion.
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142 *Action / Follow Up:* Staff will revise the Interim Validation Plan to include Regenstrief Institute, New York
143 Department of Health and Inland Northwest Health Services.

144 Agenda Topic #11: New Business - NONE

145 Agenda Topic #12: Meeting Schedule

146 *Discussion Summary:* N/A

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Decision / Outcome:

- Interim call to discuss Breach Notification Process - TBD
- Interim call to discuss long-term strategic planning needs for the NHIN Limited Production Exchange and the NHINCC
- Interim call to discuss the materiality of the proposed specification change
- 5/20 - Next Monthly NHIN-CC Call
- *Anticipated agenda items for next meeting:*
 - Approve 4/15/10 Meeting Notes
 - NHINCC Task Group Reports
 - Operations Update

Action / Follow Up: Schedule calls and prepare agendas

158 Agenda Topic #13: Adjournment

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Discussion Summary: The Chair asked whether there was any other business the Committee wanted to address. No other business was raised.

Decision / Outcome: A motion to adjourn was made, seconded and passed without further discussion. The meeting adjourned.

Action / Follow Up: N/A