CC - MONTHLY CALL MEETING NOTES 11 23 10

Coordinating Committee

Monthly Call

Meeting Notes: 11/23/10 (9:00 - 10:00 am EST)

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

Committee Members (attendance signified with a "✓")

Participant Members

- ✓ Michael Matthews, MedVirginia (CC Chair)
  Justine Piereman, SSA
- ✓ Stephania Griffin, VA
  Rodney Cain, HealthBridge
- ✓ Laura Conn, CDC
- ✓ John Mattison, Kaiser Permanente
- ✓ Stone Quillian, DoD
  Marc Overhage, Regenstrief

Cooperative Representative Members

- ✓ Holt Anderson, NCHICA (CC Vice-Chair)

Definite Plan Member
   Jeffrey Blair, LCF Research

ONC

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

Invited Subject Matter Experts

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

Confirmed Observers

- ✓ Kathy Church, Bloomington Hospital
- ✓ Pat Pope, CareSpark
- ✓ Sue Feldman, Claremont Graduate University
- ✓ Aaron Shonk, DCIPA
- ✓ Lt. Col. Michael Holmes, DoD
- ✓ Robbi-Lynn Watnik, DoD
- ✓ Melissa Manis, DoD/BAH
- ✓ Monica VanDyke, DoD/BAH
- ✓ Thomas Fritz, Inland Northwest Health Services
- ✓ Kara Johnson, Marshfield Clinic
- ✓ Andrew Weniger, NCHICA
- ✓ Justin Aubert, Quality Health Network
- ✓ Dennis Reuss, Quality Health Network
- ✓ Kitt Winter, SSA
- ✓ Marty Prahl, SSA
- ✓ Diane Davis, South Carolina Information Exchange
- ✓ Samantha Stamper, WVHIN
- ✓ Doug Hill, ONC NW-HIN Implementation Team
- ✓ Adrian Anderson, ONC NW-HIN Implementation Team
- ✓ Vijay Shah, ONC NW-HIN Implementation Team
- ✓ Benson Chang, ONC/Deloitte
- ✓ Amram Ewoo, ONC/Deloitte
- ✓ Dan Vigano, ONC/Deloitte
- ✓ Craig Miller, ONC Program Advisor
- ✓ Vernette Roberts, NeHC
- ✓ Meryt McGindley, NeHC
- ✓ Ernest Clover, NeHC

Meeting Summary

Agenda Topic #1: Identify participants

Discussion Summary: Roll call facilitated to identify CC members and observers present.
Decision / Outcome: See list of participants and observers noted above.
Action / Follow Up: N/A

Agenda Topic #2: Quorum

Discussion Summary: Committee Chair confirmed the CC members present and declared a quorum.
Decision / Outcome: Quorum was established since 6 of the voting members, including at least one Federal and one non-Federal Type 1 members, were present.
Action / Follow Up: N/A

Agenda Topic #3: Review Agenda

Discussion Summary: The agenda was reviewed and a request for any new business was made.
Decision / Outcome: No new business was identified.
Action / Follow Up: N/A

Agenda Topic #4: Approve 10/21/10 Meeting Notes

Discussion Summary: Meeting notes from 10/21/10 were reviewed by the CC.
Decision / Outcome: A motion to approve the 10/21/10 meeting notes was made, seconded and approved without further discussion.
Action / Follow Up: Mark meeting notes as final and post to www.hhs/gov/healthit web site.

Agenda Topic #5: Strategic Action Plan – Update

Discussion Summary: The CC reviewed the updated status chart summarizing the progress on the action items from the June 8th Strategy Session. The CC is continuing to make good progress on addressing the action items. The following items were specifically discussed:

- *Update on Federal clearance process for DURSA amendment*:: The amended DURSA was submitted to a multi-agency Federal clearance process. To date, the TMA Privacy Office, HHS, SSA, CDC and NIH have submitted comments. Comments from other agencies will be forthcoming. The comments were very helpful and will result additional revision for clarity and precision. The DURSA Task Group will meet on December 1, 2010 to review the more substantive comments and make recommendations on resolution of those comments. It is expected that the amended DURSA will be finalized in early 2011 and submitted for final clearance and signature.
- *Update on Governance Work Group Activities*: Mary Jo Deering provided an update on the Governance Work Group activities. The Work Group presented its recommendations to the HIT Policy Committee (HITPC) on November 19, 2010. These recommendations focused on the "who" and "how" of governance for the NW-HIN for three identified roles – Federal, non-federal and validation. The HITPC welcomed the presentation. Given the complexity of the topic, the HITPC asked the Work Group to provide more specifics around the three roles at its next meeting on December 13, 2010. ONC is developing a work plan to help the Work Group develop these specifics. Going forward, ONC will send all public Governance Work Group materials to the CC so that they can stay abreast of the developments and offer feedback through Michael Matthews and John Mattison, two CC members on the Work Group. During the discussion, Mary Jo Deering clarified that one member of the HITPC expressed concerns about potential conflicts of interest in the Work Group, no such conflicts existed and all Work Group activities were conducted in an open, transparent and ethical manner.

- *Status of communications activities*: During the week of November 15, 2010, NeHC distributed the first newsletter regarding the Exchange. The newsletter provided some general, high level information about the Exchange, which is a good start in the communication process. NeHC, along with ONC, plans to distribute an Exchange newsletter on a regular basis. The CC expressed its desire to provide feedback on the contents of each newsletter as each issue is being developed. NeHC will work with the CC to develop a process for getting this feedback.

Decision / Outcome - Summary: N/A

Action / Follow Up: Send all public Governance Work Group materials to the CC.

Agenda Topic # 6: Operations Tiger Team - Recommendations

Discussion Summary:

The Operations Tiger Team is composed of representatives from ONC and the Participants. The Tiger Team held its first meeting in July 2010 and proposed a series of recommendations to improve the operations of the Exchange. The CC approved these recommendations and the Implementation Team has been implementing the recommendations over the past few months. One of the recommendations was that the Tiger Team meet quarterly to continue to examine Exchange operations and identify areas for improvement.

The Operations Tiger Team held its quarterly meeting on November 2, 2010. The purpose of the meeting was to conduct an in-depth review of the current operational Exchange elements to determine whether these elements continue to meet their intended purpose or whether they are providing other value to Exchange Participants and how they can be improved. The Tiger Team's findings and recommendations are captured in Attachment #3 of the CC's meeting materials.

A few of the Tiger Team's recommendations were highlighted for the CC including the following:

- ✓ The CC should revisit the eligibility criteria to determine whether they could be more objective and easily validated.
- ✓ The majority of the operational issues for the Exchange are around testing. The Implementation Team and others will continue looking at ways to streamline and automate testing.
- ✓ The notarization requirement should be removed from application since it can be an impediment to submission and it is no longer needed.
- ✓ There needs to be a clear evaluation of the publicly available test tools that could allow applicants to do self-testing.
- ✓ There is a recognized need for the Exchange to develop a roadmap that is part of overall NW-HIN roadmap.

✓ The CC should discuss funding and support of the UDDI and certificate authority in the future.

Decision / Outcome: The CC approved the recommendations and authorized the Implementation Team to move forward with implementing the recommendations.

Action / Follow Up: The CC will be updated on implementation of the recommendations at its monthly meetings.

Agenda Topic #7: Policy & Technical Group – Recommendations

Discussion Summary:

The Policy & Technical Task Group put forward two recommendations for the CC to review and approve, if appropriate. Both recommendations, along with relevant background materials, are attached as Attachments 4 and 5, respectively.

The first recommendation deals with port assignments. Currently, port assignments are not specified for the Exchange so it is open to interpretation. As the Exchange grows, it has become apparent that more than one port assignment is needed. The Policy & Technical Task Group is recommending that there be three port assignments to allow the Exchange to scale.

The second recommendation deals with data content. Currently, the Exchange does not have a data content specification. The Policy & Technical Task Group is recommending that a data content specification be adopted that would require Participants to conform to the C32 v2.5. If the CC approves the recommendation, it will be sent to the Technical Committee and the S&I Framework for development work. Once the specification is developed, the Technical Committee will ask the CC to make a determination as to whether the adoption of the specification is "Material." At that point, the CC will also discuss the effective date of the new content specification.

Decision / Outcome: A motion to accept the Port Assignment recommendation was made, seconded and approved without further discussion. A motion to accept the Data Content recommendation was made, seconded and approved without further discussion.

Action / Follow Up: The CC's approvals will be communicated to the Technical Committee.

Agenda Topic #8: Clarification on New Applicants Potentially Applying under the Purview of a State HIE Cooperative Agreement

Discussion Summary: There is a requirement from ONC Office of General Counsel that, until a governance rule is promulgated, in order to participate in the Exchange, non-federal entities have to have a contract, grant or award from a Federal agency that addresses participation in the Exchange. Recently, it has been clarified that this requirement can be satisfied if the non-federal entity is operating as part of the state HIE activities. To prove that an entity is part of the

state HIE activities, the state coordinator should submit a letter to ONC stating that the entity is under the purview of the state activity and plan.

Decision / Outcome: N/A
Action / Follow Up: N/A

Agenda Topic #9: New Business

Discussion Summary: N/A
Decision / Outcome: N/A
Action / Follow Up: N/A

Agenda Topic #10: Meeting Schedule

Discussion Summary: N/A
Decision / Outcome:

- Next monthly call: 12.10.10, 1:30-3:30 pm
- Beginning in January, CC meetings will be help on the 4th Wednesday of each month from 2-4 pm EST.
- Anticipated agenda items for next meeting:
  - Approve 11/23/10 Meeting Notes
  - CC Strategy Session Action Item Updates

Action / Follow Up: N/A

Agenda Topic #11: Adjournment

Discussion Summary: The Chair asked whether there was any other business the CC 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