

CC - MONTHLY CALL MEETING NOTES 8 19 10

Coordinating Committee

Monthly Call

Meeting Notes: 8/19/10 (10:00 – 11:00 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
- ✓ John Mattison, Kaiser Permanente
- ✓ Stone Quillian, DoD
- ✓ Laura, Conn, CDC
- Marc Overhage, Regenstrief
- Robert Burger, CMS
- ✓ Mark Rea, Southern Pines Women’s Center
- Rodney Cain, HealthBridge

Cooperative Representative Members

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

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

- ✓ Tom Fritz, Inland Northwest Health Services
- ✓ Vijay Shah, ONC
- ✓ Samantha Stamper, WVHIN
- ✓ Joe Turk, Cleveland Clinic
- ✓ Marty Prah, SSA
- ✓ Jac Davies, Indian Health Services
- ✓ Andrew Weniger – NCHICA
- ✓ Sue Feldman, Claremont Graduate University
- ✓ Justin Aubert, Quality Health Network
- ✓ Dennis Reuss, Quality Health Network
- ✓ Dave Perry, Lovelace Clinic Foundation
- ✓ Robbi-Lynn Watnik, DoD
- ✓ Vanessa Manchester, ONC
- ✓ Dave Riley, ONC
- ✓ Aaron Seib, NeHC
- ✓ Vernetta Roberts, NeHC
- ✓ Lisa Kosh, NeHC
- ✓ Meryt McGindley, 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 8 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 7/15/10 Meeting Notes

Discussion Summary: Meeting notes from 7/15/10 were reviewed by the CC.

Decision / Outcome: A motion to approve the 7/15/10 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 Issues

Discussion Summary:

- ✓ **Status on action items from 6/8 Strategy Session:** The CC reviewed Attachment #2: June 8th Strategy Session Action Plan Update, which was included in the meeting materials. The Action Plan Update shows the status of each of the action items identified during the CC's June 8th Strategy Session with ONC. Certain action items were discussed in more detail and those discussions are summarized below. At the request of the CC, Staff will revise the Action Plan Update prior to each monthly CC meeting and present the revised Action Plan Update to the CC. This way, the CC can easily track the status of and progress on each action item.
- ✓ **Update on Federal clearance process for DURSA amendment:** ONC is working to obtain the appropriate internal approvals to submit the Amended and Restated DURSA to Federal Clearance and to prepare a briefing packet that will accompany the DURSA through Clearance. ONC expects that the approvals will be obtained and that the DURSA will enter Clearance at the beginning of September.
- ✓ **Information session for Cooperative members on DURSA amendment:** ONC, N eHC and the CC will work together to create a program for the members of the Cooperative to educate them on the amendments to the DURSA. The program will also give members of the Cooperative an opportunity to ask questions about the amendments and to provide input. To the extent that input is received, this input may be incorporated into the DURSA amendments for review during the second round of Federal Clearance. If the input cannot be incorporated at this time, it will be catalogued and addressed in the next round of revisions. If the Cooperative members find the program helpful and informative, a similar program may be done for the general public.
- ✓ **Metrics:** One of the action items identified during the June 8th Strategy Session revolved around identifying the metrics and collection of relevant data that will demonstrate the value and success of the Exchange. Work on this action item has been on hold but will start soon.
- ✓ **Lessons Learned:** Through the Trial Implementations and the Production Pilots, the Participants in the Exchange have learned a lot of very valuable lessons about establishing data exchange relationships. The CC asked staff to help the Participants organize their thoughts around lessons learned so that Participants individually, or the CC as a whole, can provide helpful information as part of ONC's governance rule-making process. In preparation for providing input, the CC asked each CC member to work with his or her organization to provide answers to the following questions:
 - What were the critical components of the Exchange that had to be in place before you could trust other Participants and exchange data using the Exchange? Consider the technical, legal and operational aspects of the Exchange.

- What can the Federal government do to encourage participation in Exchange? Are there things that could inhibit or inadvertently disrupt the exchange of information?
- For Federal Participants, is there anything that will prohibit the CC from submitting comments as part of the rule-making process? Can you or someone from your agency provide testimony to the FACAs on the lessons learned from the Exchange? Can your agency provide comment during the rule-making process?

During the August 18th CC meeting, the CC reviewed the common themes in the Participant's responses to each question. The common themes for each of the questions are listed below:

What were the critical components of the NHIN Exchange that had to be in place before you could trust other Participants and exchange data using the NHIN Exchange? Consider the technical, legal and operational aspects of the NHIN Exchange.

The Data Use and Reciprocal Support Agreement (DURSA) was a critical component of the Exchange that had to be in place before many of the Participants would exchange data using the Exchange.

While there was not one component of the Exchange's technical architecture that all Participants stated was critical, all Participants did not state that the security framework is critical to establishing an environment of trust.

The on-boarding process helps ensure that only trusted entities participate in the Exchange, which promotes trust among Participants.

What can the Federal government do to encourage participation in Exchange? Are there things that could inhibit or inadvertently disrupt the exchange of information?

The Federal government could encourage participation in the Exchange by educating stakeholders on the value proposition and return on investment associated with participation in health information exchange generally and the Exchange specifically.

A consistent message about the Exchange is required to reduce confusion.

Processes and requirements associated with the Exchange should be simplified as much as possible.

Technical assistance should be available to help organizations onboard to the Exchange.

For Federal Participants, is there anything that will prohibit the CC from submitting comments as part of the rule-making process? Can you or someone from your agency provide testimony to the FACAs on the lessons learned from the Exchange? Can your agency provide comment during the rule-making process?

The Federal Participants did not indicate that there is anything that would prohibit the CC from submitting comments as part of the rule-making

process. They also said that they would be able to provide testimony to the FACAs.

- ✓ **Update on governance:** The Governance Work Group of the HIT Policy Committee is currently deciding on which topics it should hold hearings to solicit input and feedback. Once these topics are established, the CC will review the Participant's responses to determine what type of feedback it can provide, if any, during each hearing.

Decision / Outcome - Summary: N/A

Action / Follow Up:

- ✓ Revise the Action Plan Update prior to the next monthly CC meeting and present the revised Action Plan Update to the CC.
- ✓ Schedule Operations Tiger Team meeting in September or October to examine repeatable, sustainable processes.
- ✓ Evaluate and determine how to provide input during the Governance Work Group hearings once the topics are established.
- ✓ Conduct a follow-up lessons learned survey every 6 months.

Agenda Topic # 6: Update on operations/sustainability action items from 6/8 Strategy Session: Operations Tiger Team

Discussion Summary: During the CC's July meeting, the CC endorsed the Operations Tiger Team's recommendations to enhance the sustainability of the Exchange. During the August 19th meeting, the CC reviewed the status of the action items related to each recommendation. The meeting materials included a chart showing the status of each action item. Specific items discussed include the following:

- ✓ The Operations Tiger Team identified a need for a single point of contact for organizations that are interested in becoming a Participant in the Exchange but do not have a Federal sponsor. ONC is working to identify this point of contact.
- ✓ The Operations Tiger Team identified the need to develop more repeatable and sustainable validation processes. Current experiences with the validation process support this need. The Technical Committee, Implementation Team, Testing Team and Policy & Technical Task Group will discuss issues raised by the validation process and offer recommendations for making this a more repeatable and sustainable process. These discussions will likely take place in September or October.
- ✓ The Operations Tiger Team identified the need to revise the Application for Participation to ensure that it is streamlined and captures the information that the CC needs to evaluate an Applicant. Staff worked with the Implementation Team and the Operating Policy & Procedure Task Group to revise the Application. The CC reviewed the revised Application and endorsed its use with minor clarifying changes.
- ✓ The Operations Tiger Team identified a need for greater coordination and collaboration between the Technical Committee and the CC. The CC agrees with this need and discussed the relationship between policy and technology. The CC believes that policy should drive technology and that

the CC is responsible for approving policies for the Exchange. To help the CC fulfill its responsibilities and to help enhance coordination and collaboration with the TC, the CC reconvened the Policy & Technical Task Group. The Policy & Technical Task Group will meet every other Monday to discuss the policy implications associated with technical issues. The CC approved a work plan for the Policy & Technical Task Group and asked each CC member to review the Task Group's membership roster and change its representative(s) as needed.

Decision / Outcome: The CC endorsed the use of the revised Application for Participation with minor clarifying changes. The CC approved a work plan for the Policy & Technical Task Group.

Action / Follow Up: Make clarifying changes to the Application for Participation and send it to the Implementation Team for use with future Applicants. All CC members should notify NeHC of any changes of their representative(s) on the Policy & Technical Task Group.

Agenda Topic #7: New Business

Discussion Summary: N/A

Decision / Outcome: N/A

Action / Follow Up: N/A

Agenda Topic #8: Meeting Schedule

Discussion Summary: N/A

Decision / Outcome:

- 9/16/10 - Next Monthly CC Call
- Anticipated agenda items for next meeting:
 - Approve 8/19/10 Meeting Notes
 - NHIN-CC Strategy Session Action Item Updates

Action / Follow Up:

Agenda Topic #9: 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