

<b>Committee Name:</b> HIE Steering Committee	<b>Committee Chair:</b> Jenney Samuelson
<b>Meeting Goals:</b> 1) Welcome 2) Connectivity Criteria Presentation 3) Technical Roadmap Draft Review 4) Non-HIE Plan Websites 5) Wrap-Up	<b>Mtg. Facilitator:</b> Terry Bequette <b>Mtg. Recorder:</b> Marie Bernier <b>Where:</b> AHS – WSOC
	Conference Rm: Cedar Conference Rm/Call in Code:
	<b>Date:</b> September 18, 2019 <b>Time:</b> 10:30am – 12:30pm
<input type="checkbox"/> <b>May contain Confidential/Exempt information</b>	<b>Skype Meeting Information:</b>

Attendees ( <b>Present Bold</b> ) <i>Non-Voting Member in Italics</i>			
Name	Title	Name	Title
Jenney Samuelson, Chair	Deputy Commissioner, DVHA	Beth Tanzman	Executive Director, Blueprint for Health
<b>Tracy Dolan</b>	Deputy Commissioner, AHS		
<b>Tyler Gauthier</b>	OneCare Vermont	<i>Mike Smith</i>	<i>VITL, Vermont's Health Information Exchange Operator</i>
<b>Emma Harrigan</b>	Vermont Association of Hospitals and Health Systems	<i>Sarah Kinsler</i>	<i>Health Care Project Director, The Green Mountain Care Board</i>
Linda Leu	Representing a person who engages with the health care system	<b>Andrew Laing</b>	<i>Chief Data Officer, ADS</i>
<b>Georgia Maheras</b>	Bi-State Primary Care Association	<i>Emily Richards</i>	<i>Program Director, HIE/HIT</i>
<b>Jimmy Mauro</b>	Blue Cross Blue Shield of Vermont	<b>Naomi Hahr</b>	<i>Program Manager, HIE/HIT</i>
Simone Rueschemeyer	Executive Director, Vermont Care Network	<b>Marie Bernier</b>	<i>Executive Assistant, HIE/HIT</i>

Non-Committee Members present			
Name	Title	Name	Title
<b>Terry Bequette</b>	Independent Consultant, Lantana	<b>Liora Alschuler</b>	Project Executive, Lantana
<b>David deRoode</b>	HIE Technical Analyst, Lantana	<b>Ken Gingras</b>	Vermont Care Network
<b>Katelyn Muir</b>	Data Quality Specialist, OneCare	<b>Carolyn Stone</b>	Director of Operations, VITL
<b>Richard Terricciano</b>	Enterprise Architect, DVHA	<b>Rick Wilkening</b>	HIE Landscape & Policy SME, Velatura

	<b>Agenda Item</b>	<b>Topic Facilitator</b>	<b>Schedule</b>
I.	Welcome	Hahr	10:30 – 10:35
II.	Connectivity Criteria Recap	Stone	10:35 – 11:00
III.	HIE Data Governance	Lang	11:00 – 11:20
IV.	Non-Technical Roadmap HIE Plan Updates	Bequette	11:20 – 11:30
V.	Technical Roadmap Draft Review – Responsible Partiers	Wilkening	11:40 – 12:25
VI.	Wrap-Up	Hahr	12:25 – 12:30

	<b>Agenda Topic</b>	<b>Topic Facilitator</b>	<b>NOTES</b> <i>(notes are provided in italics and blue)</i>	<b>Action Items</b>
I.	Welcome	Hahr	<i>Naomi welcomed the group to the fifteenth meeting.</i>	
II.	Connectivity Criteria Presentation	Carolyn Stone, VITL	<i>Carolyn Stone, Director of Operations at VITL, once again reviewed Connectivity Criteria (<a href="#">pages 3-8</a>), specifically the three tiers, how the Criteria came about, the subcommittee tasked with the Criteria, and hopefully how this will help drive advancement in Vermont throughout the HIE landscape. The Criteria will go into the HIE Plan and be voted on by the GMCB on November 1<sup>st</sup>. Currently, the Criteria focuses primarily on primary care measures, however, Carolyn noted that the Sub-committee discussed differing the Criteria for specialty programs such as women’s health and behavioral health and will meet again in 2020 to discuss such changes. See motion below.</i>	
III.	HIE Data Governance	Andrew Lang	<i>As previously discussed, the Committee is tasked with defining the vision of HIE in Vermont and the need for a Statewide Data Governance policy falls within this purview (<a href="#">see pages 10-13</a>). Key Concepts of Data Governance are as follows:</i> <ul style="list-style-type: none"> <li><i>• The act of formalizing data governance offers an organization an opportunity to learn and mature processes in a continuous, inclusive format.</i></li> <li><i>• Though data governance can be considered a technical function, when done well, it unites operational and technical personnel to best understand and plan for what data is held and how data can be used as an asset.</i></li> <li><i>• Data governance offers a platform to use data-driven decision making in</i></li> </ul>	

			<p><i>support of executive leadership functions.</i></p> <p><i>Discussion followed regarding the goals of Data Governance for CY20. Goals Include:</i></p> <ul style="list-style-type: none"> <li>• <i>Act as an arbitrator of Data Governance issues among stakeholders</i> <ul style="list-style-type: none"> <li>• <i>Develop a formal process that allows stakeholders to document data quality issues, submit to an “HIE data quality work queue.”</i></li> <li>• <i>The HIE Steering Committee will advise on solution and remediation plans for issues.</i></li> </ul> </li> <li>• <i>Convene a Data Governance Sub-Committee</i> <ul style="list-style-type: none"> <li>• <i>Review the Data Governance policies among HIE Stakeholders</i></li> <li>• <i>Through working sessions of the sub-committee, develop a recommendation for a statewide HIE Data Governance policy, and bring this recommendation to the HIE Steering Committee</i></li> <li>• <i>A priority of the Sub-Committee will be to develop a Sensitive Data Policy</i></li> </ul> </li> </ul>	
IV.	Non-HIE Plan Websites	Bequette	<p><i>Terry asked the Committee what accomplishments, if any, should be highlighted in the Non-Technical HIE Plan.</i></p> <ul style="list-style-type: none"> <li>• <i>Tyler recommended highlighted the process of Connectivity Criteria</i></li> <li>• <i>Carolyn suggested highlighted this is the first HIE plan to be approved by the State in 10 years.</i></li> </ul>	
V.	Technical Roadmap	Wilkening	<p><i>Rick Wilkening, the HIE Landscape and Policy SME with Velatura (who is contracted through Lantana to help with the Technical Roadmap), reviewed the Technical Roadmap draft. He included a list of all the Stakeholder Engagement Participants and added that he appreciates all the feedback he has received. The list of tactics included in the draft were reviewed.</i></p> <p><i>Recommendations from the Committee included:</i></p> <ul style="list-style-type: none"> <li>• <i>not to try to include too much</i></li> </ul>	

			<ul style="list-style-type: none"> <li>• <i>the launch timeframes were discussed at length as the Group was concerned that not all responsible parties could achieve the goals within the timeframes. Liora added that the timeframes terms were more “watchful” than “executed by.” The committee would like to have that language included in the document.</i></li> <li>• <i>A prioritizing exercise was discussed for the next meeting so the Group could chart the level of priorities.</i></li> <li>• <i>“Responsible parties” not yet in existence should not be included in the document. Those tactics should fall to the HIE Steering Committee.</i></li> </ul>	
V.	Wrap-Up	Hahr	<i>The next meeting is scheduled for October 2, 2019.</i>	

Motion	Second	Opposed	Passed	Failed
Georgia Maheras made a motion to approve the VHIE Connectivity Criteria	Emma Harrington		Yes	
Georgia Maheras made a motion to approve the Data Governance Policy (Sub-Committee not inclusive in motion)	Tracy Dolan	Emma Harrigan	Yes	