



**District of Columbia  
Health Information Exchange  
Policy Board Meeting**

Thursday November 10, 2016

Location:

One Judiciary Square  
441 4<sup>th</sup> Street, NW  
Main St. Conference Room, 10<sup>th</sup> Floor  
Washington, DC 20001

**AGENDA**

**Attendees:**

**Members present (11):**

1. Christian Barrera (Office of the Deputy Mayor for Health and Human Services)
2. Chris Botts (DC Department of Health Care Finance) – Board Chair
3. Angela Diop, ND (Unity Health Care, Inc.)
4. Victor Freeman, MD (JA Thomas & Associates)
5. Zach (Aaron) Hettinger (National Center for Human Factors in Healthcare/MedStar)
6. LaQuandra Nesbitt, MD (DC Department of Health)
7. Donna Ramos-Johnson (District of Columbia Primary Care Association)
8. Alison Rein (AcademyHealth)
9. Claudia Schlosberg (DC Department of Health Care Finance)
10. Eliot Sorel, MD (Medical Society of the District of Columbia)
11. Pete Stoessel (AmeriHealth)

**Members present via teleconference (5):**

1. Edwin Chapman, MD (Private Practice and Leadership Council for Healthy Communities)
2. Kelly Cronin (The Office of National Coordinator)
3. Justin J. Palmer, MPA (DC Hospital Association)
4. Tonya Royster, MD (DC Department of Behavioral Health)
5. Bryan Sivak (Robert Wood Johnson Foundation and Civic Hall)

**Members absent (6):**

1. Mary Jones-Bryant, RN (District of Columbia Nurses Association)

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|   | <ol style="list-style-type: none"> <li>2. Brian Jacobs, MD (Children’s National Medical Center)</li> <li>3. James Turner (Health IT Now Coalition)</li> <li>4. Sakina Thompson (DC Department of Human Services)</li> <li>5. Archana Vemulapalli (DC Office of the Chief Technology Officer)</li> <li>6. William Ward (Catholic Charities)</li> </ol> <p><i>DHCF Staff:</i> Erin Holve and Jordan Cooper</p>   |   |
| <b>TOPIC</b>  | <b>OVERVIEW</b>  | <b>ACTION ITEM</b>  |
| <b><u>Call to Order</u></b>   | Mr. Botts called the meeting to order at 2:05 PM and noted that there was a quorum.  |   |
| <b><u>Announcement of Quorum</u></b>                                |  |   |
| <b><u>Approval of Minutes</u></b>                                   | <ul style="list-style-type: none"> <li>• Minutes will be posted online in the form of audio recordings of past meetings; Board members will no longer need to vote to approve minutes.</li> <li>• Abbreviated meeting notes will be drafted and posted online.</li> </ul>  | <ul style="list-style-type: none"> <li>• DHCF Staff will post previous meeting minutes, future audio recordings, and meeting notes on the <a href="#"><i><u>DHCF HIE Policy Board website</u></i></a>.</li> <li>• Due to technical difficulties during the November meeting, the recording for the November 2016 meeting is not available for posting. We will follow the approved process for the February board meeting.</li> </ul> |
| <b><u>Updates Since Last Meeting</u></b>                            | <ul style="list-style-type: none"> <li>• Chair reviewed the Board-approved Vision, Mission, and Long-Term Goals.</li> <li>• The Chair notified the DC HIE Policy Board (HIEPB) that CMS approved the Request for Applications and that the Notice of Funding Availability (NOFA) for FY17 is scheduled for posting later in November. The HIE RFA will be posted in December and will solicit applications for the 5 approved IAPD initiatives.</li> </ul> | <ul style="list-style-type: none"> <li>• DHCF will release a NOFA and a RFA pertaining to the 5 approved IAPD initiatives.</li> </ul>   |
| <b><u>Review Board &amp; Staff Roles &amp; Responsibilities</u></b> | The <i>HIE Policy Board</i> sets priorities for the DC HIE, makes formal policy recommendations to DHCF, gathers feedback from the community, and facilitates collaboration among key stakeholders. Board members will provide resources and connections to DHCF staff to support programs and will lead special projects and workgroups to inform recommendations (e.g. through the Sustainability Subcommittee).   |   |

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|   | <p><i>DHCF Staff</i> administers the HIEPB, implements policy recommendations from the HIEPB (e.g. criteria for Designated DC HIEs), develops federal funding proposals (IAPDs) to CMS, manages HIE grants by leveraging IAPD funds, and evaluates program progress, reporting back to the HIEPB on a quarterly and annual basis.</p>  |  |
| <p><b><u>Sustainability Subcommittee Report (Oct. 6<sup>th</sup> and 20<sup>th</sup>)</u></b><br/> Outreach Volunteers<br/> Outreach Targets<br/> Outreach Presentation Approval-<br/> Discussion questions &amp; use-cases</p> | <ul style="list-style-type: none"> <li>• Subcommittee members will be conducting outreach to stakeholders. Three organizations were prioritized for an initial set of meetings. These include: <ul style="list-style-type: none"> <li>○ Kaiser Permanente</li> <li>○ AmeriHealth</li> <li>○ George Washington University Hospital &amp; Medical Faculty Associates</li> </ul> </li> <li>• Members requested that CareFirst also be prioritized.</li> </ul> <p>Claudia Schlosberg, Donna Ramos-Johnson, Christian Barrera, and Mary Jones-Bryant volunteered to participate in outreach meetings.</p>   |  |
| <p><b><u>Discuss and Approve FY17 Board Activities and Deliverables</u></b><br/> Stakeholder Engagement<br/> Use Case Development<br/> FY18 HIE Initiatives<br/> Sustainability Strategy</p>                                    | <p>Proposed HIEPB activities and deliverables for FY17, including a calendar of topics for board discussion, were approved as amended.</p> <p>Additional notes:<br/> HIEPB members discussed and agreed that DCHIE stakeholder engagement is necessary to make the DCHIE viable. The members expressed their interest in identifying and analyzing the current and potential future HIE needs of key health-related stakeholders within the District.</p> <p>HIEPB members felt that conversations with stakeholders will drive discussion on the DCHIE value proposition and should inform the development of a core set of HIE use-cases by the end of FY17.</p> <p>Members made a request for a future meeting or special session to present the HIE data mapping work that has been done, and discuss the state of maturity of the DC HIE.</p> | <p>DHCF Staff will produce material so that the HIEPB can discuss and make recommendations on the following items, as agreed upon:</p> <ol style="list-style-type: none"> <li>1. Mission, Vision, and Long Term Goals (October '16)</li> <li>2. FY17 Priorities (November '16)</li> <li>3. DC HIE Designation Requirements (February '17)</li> <li>4. Core Set of Use Cases (April '17)</li> <li>5. FY18 IAPD Projects (June '17)</li> <li>6. Long-Term Stakeholder Engagement Plan (July '17)</li> <li>7. High-Level Sustainability Plan (September '17)</li> </ol> |
| <p><b><u>Approve New Subcommittee on</u></b></p>  | <p>The Board moved to create new Designation Subcommittee.</p> <ul style="list-style-type: none"> <li>• <i>DHCF Staff</i> will convene and staff a DC</li> </ul>   |  |

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| <p><b><u>HIE Designation</u></b><br/>High-Level Timeline / Steps<br/>Proposed Subcommittee</p> | <p>The motion was adopted.</p> <p>The new Designation Subcommittee will provide recommendations to DHCF regarding the establishment of a formal designation process for HIEs operating in the District. The Subcommittee would make recommendations regarding a core set of standards for designated HIEs, including recommendations pertaining to technical feasibility, privacy, and security.</p> <p>The Subcommittee would meet monthly.</p>   | <p>HIE Designation Subcommittee.</p> <ul style="list-style-type: none"> <li>• DHCF asked that individuals who are interested in serving on the DC HIE to reach out to Wanda Foster or Jordan Cooper.</li> </ul>   |
| <p><b><u>Next Steps</u></b></p>  | <p>At the request of the HIEPB members, the upcoming February 16<sup>th</sup> HIEPB meetings will address:</p> <ul style="list-style-type: none"> <li>• Data mapping efforts in the District (i.e. the current state of exchange)</li> <li>• Health Home Updates and Development of Technology Tools <ul style="list-style-type: none"> <li>○ My Health GPS</li> </ul> </li> </ul> <p>If needed, A special session may also be scheduled to discuss the current state of HIE, which would drive discussion during the June HIEPB meeting about FY18 priorities.</p> <p>Due to time constraints and in response to requests from HIEPB members that more meeting time be spent on focused discussion, <i>DHCF Staff</i> has committed to limiting agenda items to two major topics for presentation and discussion per meeting.</p> | <ul style="list-style-type: none"> <li>• <i>DHCF Staff</i> will schedule and prepare upcoming meetings including: <ul style="list-style-type: none"> <li>○ Sustainability Subcommittee meetings <ul style="list-style-type: none"> <li>▪ stakeholder outreach,</li> </ul> </li> <li>○ Designation Subcommittee meetings.</li> </ul> </li> </ul> |
| <p><b><u>Adjournment</u></b></p>   | <p>The meeting adjourned at 4:05 PM.</p>   |   |