GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

Mayor's Order 2012-24
February 15, 2012

SUBJECT: Establishment - Health Information Exchange Policy Board

ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(11) of the District of Columbia Home Rule Act, approved December 24, 1973 (Pub. L.93-198, 87 Stat.790; D.C Official Code § 1-204.22(11) (2011 Supp.), it is hereby **ORDERED** that:

I. ESTABLISHMENT

There is hereby established in the Executive Branch of the Government, a District of Columbia Health Information Exchange Policy Board (hereinafter referred to as the "Board").

II. PURPOSE

The Board shall advise the Mayor, the Director of the Department of Health Care Finance, and other District agencies, regarding the implementation of secure, protected health information exchange benefiting District stakeholders in accordance with the Department of Health Care Finance ("DHCF") Health Information Exchange ("HIE") Action Plan.

III. FUNCTIONS

The Board shall:

A. Make recommendations based on the development of policies essential to broad implementation of secure, protected health information exchange benefiting District stakeholders.

B. Be responsible for the daily operation of the District Health Information Exchange ("HIE"), under the direction and supervision of the Department of Health Care Finance.

C. Make recommendations to the DHCF regarding improving HIE operations including, vision, mission, geographic scope and functional scope.

D. Make recommendations on establishing the roles, responsibilities, and relationships between parties to organize, promulgate, and oversee activities among stakeholders and across state, regional, and local levels and implementation of associated accountability mechanisms.

IV. COMPOSITION

A. The Board shall be composed of 21 members, including seven (7) District government representatives, appointed by the Mayor.

B. The Mayor shall appoint fourteen (14) public members representing the following:

1. The District of Columbia Primary Care Association;
2. The District of Columbia Medical Society;
3. District of Columbia Nurses Association;
4. District of Columbia Hospital Association;
5. District of Columbia Insurance Federation/Association of Health Plans;
6. Four (4) representatives from the public who are not employed by a health care provider, institution or organization; and
7. Five (5) medical providers who provide primary care and specialty care services.

C. The Mayor shall appoint representatives from the following District government agencies:

1. District of Columbia Department of Health Care Finance;
2. District of Columbia Department of Health;
3. District of Columbia Department of Human Services;
4. District of Columbia Office of the Chief Technology Officer;
5. District of Columbia Department of Mental Health;
6. District of Columbia Health IT Coordinator; and
7. Office of the Mayor.

V. TERMS

A. Public members appointed to the Board shall serve for a term of three (3) years. The date on which the first Board members are sworn-in shall become the anniversary date for all subsequent appointments.

B. Members may be appointed to fill unexpired terms as vacancies occur.

C. District government officials shall serve only while employed in their official positions, and shall serve at the pleasure of the Mayor.

D. The Mayor shall appoint members to fill vacancies in unexpired terms only for the remainder of the unexpired time of the terms.

E. A member may serve beyond the end of his or her term until reappointed or replaced by the Mayor.

VI. COMPENSATION

Members of the Board shall serve without compensation. However, reasonable expenses of the Board may be reimbursed, when approved in advance by the Director of the Department of Health Care Finance, or his or her designee, subject to the availability of appropriations for that purpose, and shall become obligations against funds designated for that purpose, when sufficient budget authority exists to allow reimbursement.

VII. ORGANIZATION

A. The Board shall be chaired by the Director of the Department of Health Care Finance, or his or her designee.

B. The Board may elect other officers as it may deem necessary, and may establish its own bylaws and rules of procedure, subject to the approval of the Mayor, or his or her designee.

C. The Board may establish subcommittees which may include persons who are not members of the full Board, provided that each subcommittee shall be chaired by a member of the Board.

D. The Board shall establish its own meeting schedule, but shall convene no fewer than three (3) meetings each calendar year.

E. The Board may utilize telephone conferencing or video-conferencing technologies to satisfy the meeting requirements.

F. The Board shall establish an Advisory Group, with additional representatives from the public, private and non-profit sectors, to advise the Board with regard to recommendations for policy governing the Health Information Exchange (HIE).

VIII. ADMINISTRATION

The Department of Health Care Finance shall provide administrative, clerical, and technical support to the Board to the extent that funds are available through appropriation.

IX. SUNSET

A. The Board shall sunset on August 30, 2021; or

B. The Board shall sunset if a 501(c)(3) not-for-profit entity is designated, established, and a contract established for that entity to operate the HIE, or the HIE is no longer operational.

X. EFFECTIVE DATE: This order shall become effective *nunc pro tunc* to January 16, 2012.

VINCENT C. GRAY
MAYOR

ATTEST:
CYNTHIA BROCK-SMITH
SECRETARY OF THE DISTRICT OF COLUMBIA