

**Wyoming Health Information Organization
Board of Directors**

Teleconference Minutes

July 11, 2008

I. Call to order

Dana Barnett, Board Vice-Chairman called the meeting to order at 7:02 am on July 11, 2008.

II. Roll call

The following were present:

Board Members: Dana Barnett, Fran Cadez, Lee Clabots, Karen Dobson
Carol Jenkins, Kem Krueger, Anne Larsen, Larry Madsen, Steve Sloan,
Howard Willson

Staff: Larry Biggio

Absent: Jerry Calkins, Steve Chasson, Beth Worthen

III. Approval of minutes from last meeting

Anne Larsen moved and Kem Krueger seconded a motion to approve the minutes of the April 30, 2008 Board teleconference. The motion carried unanimously.

IV. Treasurer's Report

Larry Madsen presented the Treasurer's Report.

Steve Sloan moved and Anne Larsen seconded a motion to approve the Treasurer's Report, which carried unanimously.

V. Corporate Operating Items

Update on IRS 501(c)(3) Status

Larry Biggio indicated he spoke with the IRS representative handling our 501 c 3 application. The agent indicated he had all the needed information at this point, and is awaiting guidance from management before proceeding. He had no estimate on when further movement might occur.

Larry Madsen indicted the IRS is concerned over the 510 c 3 status of many organizations. Larry has filed an extension for filing the WyHIO's 2007 tax return. The Board discussed the tax return and Larry Biggio will research past notes to see if we received any guidance from our attorney how to proceed with the tax filing for 2007.

VI. Business Items

a) Update on Telehealth Activities

Dana Barnett briefed the Board on progress to extend the statewide telehealth network, indicating a total of 24 hospitals are connected. He stated the Wyoming Department of Health (WDH) has been very supportive of statewide telehealth activities, and the network is working on the expansion of Continuing Medical Education (CME) as a first priority.

Dana indicated activities under the FCC grant are progressing, with a target date of July 2009 to have all hospitals and mental health/substance abuse centers connected to the network.

Dana and Larry Biggio briefed the Board on a recent meeting with officials of the Wyoming Department of Health (WDH) on the proposed statewide telehealth network. Overall, the WDH was supportive of inclusion of a request for additional funding in the WDH Supplemental Budget.

b) Update on CMS Demonstration Application

Larry Biggio briefly covered the history of the CMS Demonstration Project. With support from the Department of Health, the WyHIO agreed to develop the application to CMS, and hired Jamie Purcell, a grant writer in Casper, to assist with the application.

In June, CMS announced the 12 participants, but Wyoming was not included. CMS requested authority to extend the program to include Wyoming and another additional applicant, but were denied. CMS officials indicated our application was strong, especially in regard to a joint effort with the Medicaid Program of the WDH to provide Electronic Medical Records (EMR) systems to participants. However, our application was weak in the area of private sector participation.

Lee Clabots briefed the Board on the progress of the WDH Total Health Record (THR) project, with contractor selection expected by the end of July.

Dana Barnett indicated CRMC will host an EMR demonstration for local providers soon, and will invite Board members. The Board then discussed the THR project.

c) Update on funding request to WHCC

Larry Biggio recapped the WyHIO's funding request of \$80,000 to the WHCC for a follow on project related to the previous HIT Capability Survey.

Step 1 of the project is a needs assessment survey focusing on the types of information providers consider to be the most valuable in an exchange, barriers and difficulties experienced in implementing an exchange and the

specific reasons for not participating. The second step of the project will build upon the results of the needs assessment and previous WHCC and WyHIO studies, in assisting in the design of the network for the recently approved FCC Rural Health Care Pilot Program, as well as the Roadmap for our statewide HIE network.

We are currently waiting on final signatures.

d) Update on Other Funding Requests

Larry Biggio briefed the Board on funding requests to the Myra Fox Skelton Foundation and the Tate Foundation to support development of a business plan to provide services to healthcare providers in the identification, selection, and implementation of appropriate HIT/HIE technical solutions.

However, both efforts were unsuccessful.

e) Update on briefing to Senator Enzi's Staff

Larry Biggio reviewed a recent briefing for Senator Enzi's local and Washington staff, conducted by Jerry Calkins, Dana Barnett, and Dr. Jim Bush of WDH. Topics include the following:

- Brief background on WyHIO
- Brief overview of the WyHIO's Healthcare Information Exchange (HIE) "Roadmap";
- Brief recap of support for HIT/HIE
- Short term WyHIO activities
- Telehealth network progress and plan;
- Need for financial support.

The briefing went well, and we have had follow up visits with the Senator's staff and U.S. Dept. of Agriculture representatives on 2009 grant opportunities. Both Senator Enzi's staff and the Dept. of Agriculture staff encouraged us to submit funding requests for 2009.

VII. New Business

a) Public Relations Activities

Larry Biggio briefed the Board on a contract with Nancy Nichols to assist the WyHIO with public relations efforts. Specifically, Nancy's work will include

- Assisting with publicity through local and regional media channels, partly through creation and dissemination of news releases about the WyHIO's mission, goals and activities;
- Other communications duties as requested, including writing, editing and production of communication products (such as advertising and newsletter articles) to help achieve WYHIO's strategic goals.

Nancy's contract is for six months, with an hourly rate of \$50.00, with a not-to-exceed amount of \$3,000.

b) Board Member Terms and Board Officer Terms

Dana Barnett indicated the terms of three Board members are expiring: Steve Chasson, Karen Dobson, and Howard Willson. Karen and Howard have expressed interest in remaining on the Board. Pat Monahan has indicated interest in joining the Board to replace Steve Chasson. Additionally, three of the four current officers are completing their second consecutive terms in office, and are prohibited by the Bylaws from succeeding themselves. The current Board Chair, Jerry Calkins, is completing his first term and is willing to serve another term.

Both Karen and Howard addressed the Board on continuing as Board members. Lee Clabots then moved, and Kem Krueger seconded a motion to reappoint Karen and Howard for another two-year term. The motion passed unanimously.

The Board discussed Pat Monahan as a replacement for Steve Chasson on the Board. The Board asked Larry Biggio to email Pat's resume to the Board.

The Board then moved on to a discussion of officer terms and the process for electing officers. The Board asked Larry to review the Bylaws for any specific requirements regarding the nominating process, or a Nominating Committee for officers or replacement Board members, and moved to another subject while Larry reviewed the bylaws.

Upon returning to this issue, Larry reported no apparent requirement in the Bylaws for a nominating committee for officers or for replacement Board members. Howard Willson moved, and Fran Cadez seconded a motion to appoint Pat Monahan to the Board. The Board then discussed the process for nominating replacement Board members. Following discussion, it was agreed that Larry Biggio would email Pat Monahan's resume to Board members, and Board members would respond by email on Pat's appointment.

Howard moved and Fran seconded an amendment to his original motion to conduct an email vote on the appointment of Pat Monahan to the Board. The motion carried unanimously and Larry Biggio was directed to send out the request for an email vote.

The Board then began a discussion of officer terms. Both Dana Barnett and Anne Larsen were willing to continue in office, but Larry Madsen was uncertain given a number of significant business concerns in the near future. Discussion topics included two-year officer terms, staggering

officer and Board member terms, two-year officer terms with one extension, and three-year officer terms.

A subcommittee of Dana Barnett, Karen Dobson, and Kem Krueger will review the matter, and make recommendations to the Board at the August meeting.

C) Membership and Consortium Development Activities

Dana opened the discussion on the draft documents for both the Membership and Consortium Development campaigns. The Board discussion covered a number of topics, including a editing thoughts on the membership document, the distinction between the Membership and the Consortium, the possibility of disagreements between the Consortium and the Board over direction, alignment of the Membership groups with the requirements in the Bylaws, and the appearance of exclusivity of the Consortium.

Following discussion, Kem Krueger moved and Karen Dobson seconded a motion to move ahead with the Membership campaign, but to put the Consortium on hold.

VII. Next Meeting

The Board agreed to have an in-person meeting in August, and directed Larry Biggio to poll the members for possible dates.

IX. Adjournment

The meeting was adjourned at 8:10 am.

Minutes submitted by: Larry Biggio

Minutes approved by: **[Name]**