



Minnesota Counties Computer Cooperative

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CHS Advisory Committee Minutes

May 18, 2011

Present: Jon Melville, Deb Castellanos, Mary Thompson, Diane Thorson, Terri Oliver, Kathy McKay, Deb Jacobs, Ann Stehn, Fran Dosh, Karen Zeleznak, Dan Jensen

Other: Mike Bauer joining with the discussion on Marketing.

1. Meeting was called to order by Ann S. at 10:00am. A quorum was established.
2. Approval of Agenda. Move QI agenda item between #7 & #8. Under #8 -Survey monkey regarding technical infrastructure; marketing will be added to the agenda under #14. A Motion was made by Diane T. for approval with a second by Kathy. Motion carried.
3. Approval of CHS Advisory minutes February 16, 2011. Motion to approve by DianeT. With a second by Deb J. Motion carried.
4. Elections:
The slate of officers to be presented at the June User Group meeting:
Chair – Deb Jacobs
Vice Chair - Margene Gunderson
Recording Officer –Kathy McKay
Advisory Committee- Deb Jacobs, Ann Stehn, Margene Gunderson, Kathy McKay, Diane Thorson, Dan Jensen, Karen Zeleznak , Terri Oliver, Fran Dosh

Committee Chairs:

2012 Focus Group (Enhancements) – Fran and Leah

QA—Diane Thorson

Training – Terri Oliver

Kathy made a motion with a second by Karen Z. to approve the slate of officers to be presented to the User Group for approval.

5. User Group Financial: Diane made a motion with a second by Karen Z. to approve and authorize payment of bills. Motion carried.
6. CHS Hours Usage: John reported on the PH-Doc Activities from Jan through April—440 hours were available and we have used 268 hours. We are on target for this timeframe.

For the CHS Hours Usage: The 2011 allocation available is 925 hours. The hours allocated to the 2012 focus group was 890 and there is 164 hours still available. The HIPPA EDI Focus Group may determine the need for those remaining hours.

35 hours were allocated to Demos with only 12.5 hours left.

The total hours available for the year are 176.5 hours.

7. Addendum to Maintenance and Support Agreement is signed and completed.

8. Beacon Grant Update: Dan J. reported.

1 month ago started with the Mirth product for interoperability and exchange of health data.

The Mirth product has open source and also has a physical server and stand up connection to exchange data with anyone across the nation. Dan relayed that Governance contracts went out.

They are also working on the pricing for Mirth.

There will be a need for the software on the virtual servers and all agencies will receive a survey monkey in regards to technical questions that they will need to discuss with their IT Dept. It is necessary to have 100% participation. A request was made to have a notice sent out to Users prior to the survey. Ann will follow up with Darci on getting that notice out.

Asthma and Diabetes components of the project are going well.

8a. Standards Committee: Diane T. reported.

1. Recommended a list of Types to categorize contact notes and working with Deb to obtain or request LOINC codes to assign for interoperability.

2. Need to start working on the interventions:

Deb created a query that was sent to PH-Doc technicians to obtain a listing of the most frequently used interventions/targets for the time period of Jan.2010 to Apr 30. 2011. 11 agencies have responded. So far there is a list of 6,945 unduplicated interventions. Those will be sorted, will eliminate the exact duplicates, then will begin working on selecting or updating the ones to recommend for coding for interoperability. Diane has a graduate nursing student from the U of M that will be helping with the sorting and examining pathways used by other software systems that are on the MN Omaha System User Group website.

It will be necessary to recruit other agencies to participate in the prioritizing of the list.

3. Why and how this will be implemented: Mary T. is hearing in training the intervention lists are so long it makes charting more difficult. Some are used once or seldom and it takes time to inactivate so they don't appear in the face screen.

Old care plans could be archived and start with a new care plan for clinical care (there is always the option to "individualize and add")

Care plans could reflect evidence-based practice standard care plans for interoperability. There will be a need to request LOINC or SNOWMED Codes. Current care plans are long because people wanted to have the cues to staff on things to cover; Diane suggested we use cues and reminders for this option. Examine whether the use of forms might be a better way to capture data for reporting.

8b. E Health Conference—Dan will be a presenter. A break out session will include a discussion on PH Doc, 3 tiers of interoperability of health information, developing communities of practice etc. This may be videotaped and could be used for other demos etc.

9. PH Doc website development: Lisa secured some names for the domains. Lisa relayed they have capacity within MCCC for development but she needs some Users to work with her on what should be included. Another option would be adding training materials on the website. ACS corporate marketing website could add a link to this website. This item could be added to the User Group Meeting in June.

Under #14—Demos/Marketing

Mike Bauer, Vice President of ACS Services Group, joined the meeting.

Ann described the request for website development related to marketing and having the domain names secured. We will need to form a website committee. There are many contacts made in MN with interest in our system as well as ND and other states. There is a concern about our capacity with the increased level of interest in our product and this can be managed. We have limited time and financial resources.

Mike relayed that the Beacon project raised the level of interest in our product in MN and there is also a need to move on other requests from other states. ND has an immediate need. Mike received approval to hire a consultant to do a marketing study about initial interest particularly in other states that may be ready to move. Mike relayed that if anyone knows candidates that would have the skills for this consultant position, to let him know and also the specifics of that work and outcomes that need to be achieved. Mike also is aware of a couple of candidates for consideration.

Dan talked about Demos and the limited number of hours for Demos. We only have 12.5 hours left for the year. Mike relayed capability in the marketing group to put together videos etc. Discussion ensued regarding in state demos and out of state demos and how those could be allocated both in staff time and finances. There is also time with sales, training etc.

10. Rules and Regulations: Ann will continue to work on this with Deb in involving others on committees etc.
11. Committee Reports:
 - Training—Survey results were discussed. There were 77 individuals/15 counties that responded. Most areas noted in the survey showed high training needs. Deb and Terri suggested designating 1-2 staff from each agency to join the training committee. This could be a “train the trainer” process. Terri will follow up with information to User counties and responders and will resend to the counties that did not respond.
 - Immunizations –no additional information.
12. PH Informatics---working on Open source and preparing a grid for different models. Not ready to present that info yet.
13. Statement with PH-Doc information: Lisa provided a statement to be used with power points and handouts that all copyright, trademark, proprietary rights with sharing PH-Doc information are retained. This could be added to the User Group agenda for June
14. Demos: A demo with some counties in ND is scheduled for June.
15. No ACS update.
16. Meeting dates for next year:
 - Advisory Committee ---will work with the committee for dates/times

User Group Meeting dates for 2012: March 30, June 22, Sept. 14, and Nov. 30

Next User Group meeting: June 24, 2011

Terri O made a motion with a second by Karen Z. to adjourn the meeting. Motion carried.

Recorder: Kathy McKay