



Minnesota Counties Computer Cooperative

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CHS ADVISORY COMMITTEE MEETING

August 18, 2010

10:00am – 12:00pm

Conference Call

Members in attendance: Ann Stehn, Kathy McKay, Karen Nelson, John Melville, Deb Castellanos, Mary Thompson, Bonnie Paulson, Terri Oliver, Karen Zeleznak

1. Call to order by Ann S. Quorum established
2. Approval of Agenda with an addition under #9-potential CHS User Group Meetings for 2011. Karen N. with a second by Bonnie P. Motion carried.
3. Approval of CHS Advisory Minutes 5-19-10 Karen N. with a second by Bonnie. P. Motion carried.
4. CHS User Group Financial Statement. Reviewed by the committee. Karen N. moved to accept with approval of the bill of \$19,925.06 for PH-Doc 2012 development with a second by Kathy M. Motion carried.
5. CHS Hours Usage. John reported we are at 58% of the year so we are well under our allotted hours spent. (see handout)
6. Copyright Update. Ann reported that the service agreement was sent out to Users for a vote. We don't have that update yet. John reported that the basic changes were to remove 2012 from the PH-Doc language.
7. e-Health Status Update:
Beacon Grant. No report. Mary and Deb are working with Dan on the statement of work. Instead of one large contract, there will be statements of work like contact notes, meds etc. There may be contracts that need to be approved at the September User Group meeting. Dan will present the new timelines with details at the Full User Group meeting.
Olmstead County would like to add enhancements to the existing PH-Doc especially with organizations. Karen made a motion with a second by Bonnie to authorize Olmstead County to add the environmental health enhancements to PH-Doc to be paid by Olmstead but can be available by all members as part of the base system. Motion carried. Dan will provide more information about this at the full User Group in September.

3 new counties Dodge/Fillmore/Steele: Contracts for support have been signed by Ann S. and they are now officially part of the group. Mary relayed that Diane will work with

the new counties on the set up of the elements with the conversion to PH-Doc. Discussion was held about having a standardized set on the elements. The elements may not be uniform with all counties. The QA committee will be asked to bring all of the information that was gathered regarding elements to the Full User Group meeting in September.

Focus Group. Mary and Deb reported. ACS is looking at medications for interoperability. There will need to be data for current and also the history and how that will work with flow sheets etc. Jail log for medication administration will also need to be reviewed. There is a need for representatives from agencies for a steering committee that can guide this process. Deb will send information about the meetings to Ann and then a request will go out to Users via RSVP.

8. Committee Reports

Training: Sue Morgan is not on the committee anymore. Mary relayed that Web-ex trainings are occurring on Tuesdays for Phase 2 and attendance has been good.

QA: Standardized elements discussion will occur at the Full User Group meeting.

Immunization Focus Group: No report

PH-Doc Update: Mary reported 8 agencies have installed and 7 to install in the next few weeks. ACS relayed that the installations have been going fairly well from their perspective.

9. Other Business

Formula potentials for support costs: An excel spreadsheet was sent out to the CHS Advisory group today by Lisa as a proposal for contract support. This is a different proposal than what was presented by Dan J. Ann will ask Lisa to adjust the population for MVNA on the spread sheet in order to get an accurate support percentage. Ann will put this on the agenda for discussion at the September Full User Group meeting. Both proposals from Lisa and Dan will be reviewed. A final decision on the formula would have to be made by March 2011.

User Group Meetings: Proposed dates are March 25, June 24, September 9, and December 2. March and Sept meetings would be held at MCCC and the June and Dec meetings at ACS. The dates will be sent out as an attachment and the dates are confirmed at the December Full User Group Meeting.

Motion was made to adjourn by Bonnie with a second by Karen N. Motion carried.

Kathy McKay
Recorder