



## Minnesota Counties Computer Cooperative

100 Empire Drive, Suite 201  
St Paul MN 55103-1845

Phone (651) 917-6969

Fax (651) 917 6989

Website: mnccc.org

### CHS User Group Meeting

December 3, 2010

10:00am – 2:30pm

ACS-Waite Park

ACS	Deb Castellonos	Beltrami	Debra Hartman
ACS	John Melville	Bloomington	Susan Sheridan
ACS	Mary Thompson	Carver	Heidi Innvaer
Cass	Ane Rogers	Clay	Kathy McKay
Fillmore	Lantha Stevens	Freeborn	Lois Ahern
Goodhue	Karen Main	Kandiyohi	Ann Stehn
MCCC	Lisa Meredith	Morrison	Bonnie Paulson
Mower	Margene Gunderson	Olmstead	Dan Jensen
Otter Tail	Diane Thorson	Polk	Terri Oliver
Rice	Mary Ho	Steele	Dee Ann Pettyjohn
Todd	Cheryl Schneider	Wabasha	Debbie Stegemann
Wilkin	Deb Jacobs	Winona	Rachel Nice

1. Call to order by Ann Stehn. Quorum established. (meeting was conducted via conference call and webinar due to winter weather conditions creating difficult travel)
2. Approval of Agenda. Motion to approve by Kathy M with a second by Ann R. Motion carried.
3. Approval of User Group Minutes 9-10-10. Motion to approve by Bonnie P. with a second by Diane T. with changes under #5—Wyoming subscription fees should be enhancement fees. Motion carried.  
Acknowledge receipt of Advisory Committee minutes.
4. MCCC Reports: Lisa Meredith
  - A. User Group Financial—3 bills need to be approved for a total of \$53,013.56. There is another bill from November that is not listed on the form. This item will be tabled until we receive additional info.  
Three invoices are listed for Dodge, Steele and Fillmore counties in the amounts of \$18,325, \$7600, and \$7600. The total amount is \$33,525. This amount is built into the Beacon grant. Each of the 3 counties will pay \$10,000 for this year and also the fall of 2011 and 2012 which would be the same amount they would pay into their old system. The Beacon grant will pay for training, conversion, SQL licenses, support, and membership fees.  
Bonnie made a motion with a second by Kathy M to approve payment of the bills. Motion carried.

5. Committee Reports:

A. **Training:** Deb J. There will need to be a volunteer to take over for Deb next year as she will be chair of the User Group. Lisa talked about the role on this committee. There are three components for training: Vendor provided (ACS), User to User and round table discussion. There is also a need to address the training needs. Terri O. from Polk suggested that we do a survey monkey for training needs and she will assist with some of that information. Deb and Terri will collaborate with Lisa on this. At the User Group meeting in March we will recruit members for this committee. Diane reported that the training on the new versions have been very beneficial to her staff and would encourage others to take advantage of those trainings. Ann R. requested an IT focus training especially with the increase number of new staff.

B. **QA/Standards:** Diane and Margene.

Diane reported that no meeting has occurred since the last user group meeting. She reminded us that our reference document is the definitions that were put in place by Wadena. She reported she participates on a National Committee and they are reviewing the system and the standards for data for electronic health records. Possibly by July of 2011 we will have a set of standards to compare with our PH Doc system. Deb inquired about the standards for Public Health in comparison to standards for physicians.

C. **Immunization:** Deb talked about the Immunization Focus Group that met. Deb D. Deb C. and Cheryl talked with Emily at MDH about HL7 Compliance with MIIC. Emily talked about changes and upgrades they will make to meet compliances. Sending the HL7 is not problematic but the file received from the state has a different subset of clients. This reduces the functionality of this feature. Phase 3 changes were reviewed that shows an alternative way to get information back on a client and pulling it into the MIIC historical data. Training on Immunizations will occur with Phase 3. Discussion occurred about how to resolve this issue. Deb stated that ACS would have to do additional programming to filter information out if this is not fixed at the state level. This would require additional hours for ACS. However, Deb relayed that Phase 3 should help. We need communication to all Users about the exchange with MIIC in Phase 3 and Deb offered to draft that letter. There was also discussion about contacting MDH about our future needs. Bonnie made a motion with a second by Cheryl to send an information letter to MDH. Motion carried. Ann and Deb will draft the letter and will send the letter out to the advisory committee for feedback.

**PH Doc Enhancements:**

Deb reported on the PH Doc 2012 meeting with the EDI Focus Group. Everything is on target with the programming details. Dec. 17<sup>th</sup> the AR Focus Group will meet and review prototypes for electronic remittance. New translation programs are also being

addressed with an outside contractor. In January, payment and adjustment entry will be addressed. In March, the 2012 focus group will have a statement of work for Phase 4. Beta Testing will occur March 31<sup>st</sup>. Alpha testers will occur prior to that date to include immunization testing and AR testing.

The Omaha statewide workgroup has updated cues and reminders. Deb suggested that Olmstead County could copy, cut and paste and put data into the cues and reminders as the first step. We have some unspent hours in two areas so we could get this distributed in Phase 3. Diane moved to allocate unused hours (about 40 hours) with a second by Kathy M. to upgrade cues and reminders for the Omaha system. Motion carried.

**EH enhancement update:** One of the changes made will allow dollar amounts to be entered when using dailies. Work has also been done with the licensing for establishments. The ability to have Data elements linked with organizations and community events will be available. Additional components are Fed tax ID numbers, workman's comps etc. There is also the functionality of linking clients to organizations.

### **ACS report**

John reported on the Phone usage. To date, 11 months out of the year, we are at 741.52 total hours which is on target.

Bug issues are included in the phone hours. A separate report listing those hours was included.

There are 44 hours left, 30 hours with Training, QA, Outcomes and about 15 hours with Mandates. We are 1 hour over on Demos and there is another Demo that will occur this month (Dec.).

### 6. **Beacon Grant update**---Dan J.

A. The 3 new counties are going through the training and will be live the first of the year (2011).

With the asthma portion of the grant there is work on the IRB approvals. Focus groups will occur around the asthma issues. Then final interventions could be developed.

Diabetes portion: A research team has been working on quality of life with cancer. This research team will develop a core set of questions for all diseases and specifically a set of questions for quality of life with diabetes. Client reported goals and data will be available more readily with physicians. A Plan of Care with interventions for client reported goals will be included.

Dan will also work to include home care agencies for outcomes and interventions.

The Mail merge letter will describe client levels, goals etc with information from all the providers.

Dan is working with South Country to eventually get the data exchange.

B. **SCHSAC Work group:** Margene reported they will meet next week with the statewide committee. They will also be talking with Bill Brand regarding the national efforts and the impact on local public health.

C. **Medication Focus Group:** The last meeting was in November and the next meeting will be in January 2011.

Deb. C reported that some enhancements were reviewed by this committee.

Jean from MVNA reported that they would like a reconciliation system that will feature interactions, reactions etc. and this would also keep them in compliance with their requirements for home care agencies. Deb C. researched what features were available for this system.

Dan reported on E-prescribing ---Dr. First is available for any agency with MN HIE for e-prescribing. There is a monthly fee for each User.

Lunch break

D. **PHII Academy.** Dan discussed an opportunity through the Beacon grant to attend the informatics academy in Atlanta starting in January with the last session occurring in June. CDC will be covering the entire cost of this Academy.

Dan proposed the team would be Dan, Ann S. (current chair) Diane T. (QA), and Kari Guida from MDH. The draft mission was that the committee for the Beacon grant would review open source. This academy would provide the experts to assist this group in providing information on this. Kathy M made a motion to approve this team attends the academy with a second by Deb J. Motion carried.

7. Review of recommendations for a support formula for 2012 and 2013.

Ann reported on the 5 tier grid that is based on population.

This new grid gives us an opportunity for a trial period prior to our contract negotiations with ACS. There is a column listing current contracted rates for 2011, 2012, and 2013. The next set of columns is the adjusted/recommended support rates.

This will be brought to the User Group in March for approval.

Special issues will be addressed with the Beacon Grant counties and any new agencies that would come on at their population tier before 2013. This will be added to language at the bottom of the grid document for the March meeting.

Diane suggested adding language at the bottom of the support grid that any new counties coming on will be placed on the new support tier schedule. Motion made by Diane with a second by Bonnie to approve this language. Motion carried.

8. Review of PH-Doc sales inquiries—Lisa

Over the last 2 months there have been a few demos to counties that may have an interest in our system. This is quite demanding in terms of time to respond to information requests but it was expressed that it is important to keep engaged with those counties.

9. Review of 2010-2011 goals:

Report on Open source---will be addressed with the PHII team

Report back on Dr. First---This links back to e-prescribing process. This will be utilized in Olmstead County. The drug interaction component will be available but it does not interface with PH-Doc at this time. If other agencies want to get involved with MN HIE, notify Dan J.

Support Formula---will be brought to Full User Group in March

Review of Rules and Regulations---Ann requested a committee to review this before the next User Group Meeting. Ann, Lisa and Deb J. will review this document.

Identify Responsibilities for Committees---The Rules and Regulations group will bring this discussion to the next Full User Group Meeting.

Trademark---Will bring to the next Full User Group meeting.

Ane Rogers will be retiring in January. The group wished her well.

10. Other Business:

User Group 2011 dates: 3/25 @ MCCC; 6/24 @ ACS; 9/9 @ MCCC; 12/2 @ ACS.

11. Adjourn. Motion by Diane with a second by Bonnie. Motion carried.

---

Minutes respectfully submitted by Kathy McKay/Clay County