



Minnesota Counties Computer Cooperative

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CHS User Group Meeting

March 26, 2010

MCCC –St Paul

10:00am- 2:30pm

MCCC	Lisa Meredith	Clay	Kathy McKay
ACS	Mary Thompson	Kandiyohi	Ann Stehn
ACS	Deb Castellanos	Winona	Lynn Theurer
ACS	John Melville	Todd	Cheryl Schneider
Rice	Mary Ho	Freeborn	Lois Ahern
Wilkin	Deb Jacobs	Wadena	Karen Nelson
Ottertail	Diane Thorson	Nobles-Rock	Brad Meyer
Morrison	Bonnie Paulson	Polk	Lori Nystad
City of Bloomington	Karen Zeleznak	Olmstead	Dan Jensen

1. Call to order by Bonnie P.--quorum established
2. Approval of agenda by Diane T with a second by Deb J with the additions: 8b Social Services request for pricing, 8d Home Care Survey and. 8e Lynn Theurer retirement. Motion carried.
3. Approval of User Group Minutes from December 4, 2009. Motion made by Ann Rogers with a second by Lynn T. Motion carried. Acknowledge and approval of Advisory minutes— motion made by Karen N. with a second by Ann S. Motion carried. Request by Dan J. to remove specific counties in the February minutes under the Beacon Grant report. Motion by Dan J. with a second by Brad. Motion carried.
4. Copyright: Lisa Meredith reported that the attorneys are still working on the copyright. MCCC attorney wants to do an assignment of ownership language. ACS and MCCC attorneys are working through the process. This should be completed by June 2010 and will need to be approved by User Group.
5. Demonstration of PH-Doc 2012 –Mary Thompson. Olmstead County will be the first Beta Tester. Beta testing will continue for 2 months and then it will be out to all Users. Discussion was held about protecting the rights of our system while sharing some of the elements with vendors and others.

6. Scheduling Software: Diane Thorson from Ottertail worked with their GIS department on a schedule for H1N1 clinics. Their webmaster purchased a software program to connect with their existing system. This was a scheduling system for H1N1 vaccination clinics especially for the smaller clinics. The consumers actually filled in their information and then Public Health staff confirmed vaccine type and appointment time via an email message. It was additional time upfront but seemed to streamline the clinics. Carver County also used a scheduling share point, but their staff filled in the information.

7. CHS Hours Usage and Version Releases: John Melville
(Handout) We have 805 hours/year. There are 30 hours allocated to Outcomes, QA and Training, 15 hours for mandates, 15 hours for demos and 745 hours to 2012 enhancements. We are short 10 hours in the enhancement area. Motion made by Cheryl S. with a second by Karen N. to move 10 hours from training to enhancements.
Hours Usage: 1170 hours/year. The handout reflects a period of January through March 15th which is 20.8% of the year and 243.6 hours. The User Group total is under the allocated amount for this time period.

8. ACS Report: John Melville
 - a. ACS Contract Change. The Enhancement Committee reviewed and approved this. Deb C. reviewed the statement of work document. Page 14 of the document was reviewed in detail. ACOM is ending support and would charge to do the upgrade. ACS asked them for a quote which was about \$5000 extra to stay on ACOM (\$2500 for ACS and \$100/month per User). Altova Mapforce is an alternative translator and will be integrated (not a separately maintained application) and can provide the support for HIPAA X12, XML and HL7 V2. Altova will be used in 2011.
NOTE: Reminder to counties to not get rid of the ACOM translator until Phase 3 or the end of 2011.
Phase 4 and Phase 5 will be less expensive than what was anticipated, but there will be more expenses this year. Dan reported we have the cash flow to handle this now. The counties will be paying the same amount and MCCC will be paying a larger amount. \$2302/agency is currently being paid for the ACOM Translator—we would encourage counties to continue paying this through all the phases so we can build up the account since we will be short for the end of this project.
Costs for ALTOVA: \$1000 for the enterprise, \$3000 for training (3 days) plus travel for the trainer from Chicago and \$600 for product support (3 years). Initial development is \$4,600 plus travel. In 2013, we will need \$200/year for translator support.
Motion made by Diane T with a second by Lois A. to continue ACOM charges through the end of the project and that money be made available to the project team to utilize as necessary with approval by full User Group. Motion carried. Dan suggested for 2010 the billing will be in December.
Brad made a motion to purchase the ALTOVA translator with a second by Lynn. Motion carried.
Deb J. made a motion to approve the statement of work with a second by Ann S. Motion carried.

- b. Polk County Social Services Director still believes there will be many others requesting Demos for PH Doc because of the HIPPA billing. SSIS will not be redone in Phase 4 but he has requested pricing for moving this into Phase 3.
- c. Support minutes—previously discussed by John M.
- d. Kris discussed a Home Care Survey for skilled nursing clients and extracting data out of PH Doc. The survey results only showed 2 Users that were interested. There are many vendors that can do that enhancement. If agencies are interested they can contact Mary Thompson. If there is an interest in subcontracting with other vendors, they can contact Lisa M.
- e. Lynn announced her retirement on May 3, 2010. April 29th will be a retirement party.

LUNCH

- 9. Advisory Committee recommendations: Dan Jensen
Dan presented the information on possible options for annual support fees with an equitable distribution. One option was to distribute it per population splitting the Users in three categories. Currently it is \$15,804/agency/year for annual support payments. Dan divided it in thirds based on population subtracting and adding \$5000 for top and bottom thirds of the User group. Lisa also suggested there are other options for a formula we could review. She will work with Dan and the information will be brought back for the June meeting.
- 10. Discussion of maintenance versus support versus programming. Cheryl S. requested that if there is a programming problem we need a way to notify all Users of the fix. Lisa stated that there is E-tree notices and all Users could sign up for this. There are pros and cons for these notices. One of those issues is charging an individual county for programming errors, but it was agreed upon that programming errors should not be charged to an individual user.
- 11. Omaha System: No updates
- 12. PH-Doc Marketing: Stearns County is still expressing interest. They heard there was pricing discussions at this March meeting and will wait to hear about any changes. There was discussion about having a licensee rate in Minnesota which may allow others to come on board with a brand new pricing option. This would be less than an owner rate. This would be similar to Wyoming County. Our owner base price is \$45,000. Diane suggested a committee could work on this to develop a proposal for the June Meeting. Volunteers for this committee will be Cheryl, Diane, Bonnie and Lisa.
- 13. E-Health: Karen Zeleznak
There is an LPHA committee developing a strategic plan. Wendy and Sue are meeting with MDH with initial discussions of assessing local public health. This would provide more information on a better work plan etc. FHV is also being discussed.
- 14. Committee Reports:
 - a. Training: Deb Jacobs and Mary Thompson

- b. Quality Assurance: Diane Thorson developed a spreadsheet showing comparisons between various agencies. Agencies code activities in various formats, some showing more detail than others. Categories are used to capture core function data. Diane shared the various codes that agencies use for activity, category, community events, ethnicity, group types, language, organization types, pay source, program, provider types, race, etc. Karen – There was a definitions document originally prepared and discussion followed whether this needs to be updated. Diane will bring to the June meeting a standardization list of a couple of the tabs. Deb C. will send Diane a link to a web site which has some standardization.

 - c. Immunization Focus Group: Deb D./Deb C
Deb D. has loaded Phase 2 and is downloading immunizations using HL7, but bidirectional has continued to be a problem at this time. PHER IV grants were not approved to financially support our immunization enhancement with SWMIC.

 - d. PH-Doc 2012 Update: Dan/Leah/Fran - Already covered.
15. Debrief of Project Management and Beacon Grant: Dan Jensen – Notification on the Beacon grant is pending but should be by the first week in April.
16. Other Business: Karen - MCCC conference June 7-10 and recommended having a demonstration of PHDOC at the conference. Emphasis was placed on exposing commissioners and auditors to PHDOC as often as possible. Brochures will be updated by adding an insert. Dan will work on putting together highlights of PHDOC 2012 to be used on an insert.
17. Meeting Adjourned. Next meeting is June 25, 2010 at ACS.

Kathy McKay, recorder