



TEXAS HEALTH SERVICES AUTHORITY

THSA Privacy and Security Task Force

Meeting Minutes

Date: 05/11/2011

Time: 10:00 a.m. –11:30 a.m. CST

In Attendance:

Task Force Members

Julie Adams Seton – Ascension Health	Y	Carl Ahmed CA (Carl Ahmed) Associates	Y	Archie Alexander Dept. of Health Administration - LSU/Shreveport	Y
Norman (Skip) Best Covisint	N	Mirsa Douglass TDSHS	Y	James Gaston HIPAA Solutions, LC	N
Patricia Gray UH Law Center Health Law & Policy Institute	Y	William Gross LabCorp	N	Travis Hanson West Texas Health Information Regional Extension Center	Y
Charles Harrison ATCIC	Y	Eric Heflin Medicity	Y	Jonathon Ishee Northwest Diagnostic Clinic & Access Health Providers	N
Radhika Iver Computer Task Group	N	Sheila Kelster THHSC	N	Diane Kenyon Harden Healthcare	Y
Ann Kitchen Health & Community Strategies	Y	Bryan Law Texas House of Representatives	N	Jon Law Paseo del Norte HIE	Y
Rick Link HITRUST Alliance	N	Peter MacKoul HIPAA Solutions, LC	Y	Meg Marshall Cerner	N
Kem McClelland Integrated Care Collaboration	Y	Matthew Murray Texas Medical Association	Y	Robert Myles UT Southwestern	Y
Deborah Peel Patient Privacy Rights	Y	Mark Peppard General Dentist	N	Christy Rodgers Tenet Healthcare	N
Telly Shackelford Sandlot, LLC	N	Camille Schaeffer ICA	N	Earnest Valle THHSC	Y
Merila Walker THHSC	Y	LaDair Wright HHSC Medicaid/CHIP	Y		
<i>Others Attending</i>					
Taylor Cook THHSC	Y	Jocelyn Dabeau THSA	Y	Tony Gilman THSA	Y
Jim Holster THHSC	Y	Chris Hourihand HITRUST Alliance	Y	Steve Roddy THSA	Y

Agenda Items

#	Item Name	Item Owner	Time Allotment
1	Welcome, Introductions, and Announcements	Steve Roddy	10:05–10:15 a.m.

Presenter: Steve Roddy, Associate Director, Policy & Planning, Texas Health Services Authority (THSA)

Mr. Roddy advised Task Force members that the meetings of the Task Force are open to the public and that the agenda, presentation materials, and minutes of the meeting have or will be posted to the THSA’s public website.

Mr. Roddy discussed the Task Force’s Wiki collaborative website and asked if there were any members on the call who were not able to record their attendance through the site’s Attendance Tracker Form? Mr. Roddy explained that the meeting’s purpose was organizational; to provide task force members with an overview of the Texas HIE plan, white space strategy and the Texas HIE collaborative framework; and to hear presentations from HITRUST on its Common Security Framework proposal and from the University of Houston Law Center’s Health Law & Policy Institute on its privacy and security deliverables under contract with the Texas Health and Human Services Commission (HHSC). Professor Patricia Gray of the University of Houston noted that she was having trouble logging on, and the difficulty was corrected.

Mr. Roddy further explained that the Attendance Tracker Form is being used in place of a meeting roll call but emphasized that recording meeting participation is important. He noted that the information would be used to record member participation in the official minutes of the meeting and calculate an in-kind donation. The in-kind donation will be used to help the state fulfill its match requirements associated with federal funding under the State Health Information Exchange (HIE) Cooperative Agreement Program. He emphasized that the task force process is intended to be an open and collaborative process, and provided a reminder that meetings would be open to the public and that task force meeting agendas, presentations and minutes will be posted to the Wiki site for access by task force members.

2	Update on Implementation of Texas HIE Plan	Steve Roddy	10:15–10:25 a.m.
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Presenter: Steve Roddy

- **Local HIE Grant Program:** Mr. Roddy provided a status update on the Texas Local HIE Grant Program. He reviewed the purpose of the program and noted that HHSC had made tentative awards to seventeen HIEs in March, that during the month of April HHSC had executed ten contracts and distributed funding to one HIE with an executed contract, and that it is taking HHSC about ten days to release funding under the program once a contract is executed. He also advised members about the opportunity to review the profiles on each HIE posted on THSA’s website at:
www.thsa.org/media/2079/local%20hie%20awardee%20profile%20sheet%204-27-2011.pdf.
- **White Space Strategy:** Mr. Roddy briefed members on the status of the “white space” strategy, including a description of the white space region’s geographical area and characteristics and an explanation of the vouchers to be made available to providers through the strategy. He reviewed the purpose of the White Space Request for Qualifications (RFQ) and noted that it was officially released by the THSA on May 2. He

also noted that responses to the RFQ were due by June 1. Additional information on the RFQ is available at: www.thsa.org/announcements/white-space-rfq.aspx.

Mr. Roddy asked whether members had any comments or questions about the Local HIE Grant Program or the white space strategy? Ms. Diane Kenyon of Harden Healthcare asked whether providers other than hospitals and physicians would be able to utilize the vouchers. Mr. Tony Gilman of the THSA responded that the current focus of the federal meaningful use incentive payments and EHR adoption is on physicians and hospitals; likewise, our current focus is on ensuring that physicians and hospitals are able to meet the meaningful use requirements. It is anticipated that efforts will take place at the local HIE level to include other healthcare sector participants in HIE activities in order to develop broad-based community support and long-term sustainability.

3	Discussion of Governance and Statewide Policy Development Process	Steve Roddy	10:25–10:30 a.m.
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Presenter: Steve Roddy

Mr. Roddy noted that the next item on the agenda was a discussion of the draft Statewide Collaborative Policy Development Process document. He noted that the purpose of the document is to outline the policy development and approval process and to identify the areas where there is an anticipated need for Statewide Policy Guidance. The document also outlines the charter and areas of study for each of the THSA’s task forces.

Mr. Roddy also reviewed a diagram depicting the collaborative policy development process. He noted that the task forces created by the THSA would consider issues including standards, architecture, trust agreements and provider and consumer engagement plans, and that their work will funnel up through the Collaboration Council to the THSA Board of Directors. He described the composition of the Council and its role in relation to the task forces and the THSA Board of Directors. He then explained that statewide policy guidance will be developed as needed and that the HIEs funded through the Local HIE Grant Program or organizations qualified to provide HIE services under the White Space RFQ will be required by contract to comply with all guidance developed through this process.

Mr. Roddy asked whether members had any comments or questions about the charter? Mr. Charles Harrison of Austin Travis County Integral Care (ATCIC) asked whether the roster of the Collaboration Council would be published. Mr. Tony Gilman of the THSA responded that it will be posted on the THSA website and is already available on the task force’s collaborative website.

4	Privacy and Security Task Force Charter	Steve Roddy	10:30 a.m.
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Presenter: Steve Roddy

Mr. Roddy reviewed the charter of the Privacy and Security Task Force.

5	Key Initial Areas of Task Force Focus	Steve Roddy	10:30–10:35 a.m.
<p>Presenter: Jocelyn Dabeau, Steve Roddy</p> <p>Ms. Jocelyn Dabeau of the THSA explained that the task force’s initial focus in the coming months will be to study development of a privacy and security legal framework, consent policy, HIE trust agreements, security policy standards, and potentially a universal consent form.</p> <p>Mr. Roddy asked whether members had any questions regarding the task force charter or initial areas of focus? There were no questions or comments.</p>			
6	Presentation by HITRUST on Common Security Framework	Steve Roddy	10:35 a.m.-11:20 a.m.
<p>Presenter: Steve Roddy, Chris Hourihan (HITRUST)</p> <p>Mr. Roddy explained that the THSA has been in dialogue with HITRUST, a non-profit organization based in North Texas that has developed the most widely adopted common security framework for health information exchange in the U.S. healthcare industry, regarding the possibility of working with HITRUST in the development of HIE security policy. He then explained that he had invited HITRUST to discuss security, and introduced Mr. Chris Hourihan, HITRUST’s Development and Programs Manager, who presented on security and HITRUST’s Common Security Framework (CSF) and CSF Assurance Program. A copy of Mr. Hourihan’s presentation is available on the THSA’s website at: www.thsa.org/media/2086/hitrust%20presentation%20thsa%20collaboration%20may%206%5B1%5D.pdf</p> <p>Mr. Roddy asked whether members had any comments or questions about the HITRUST presentation? A task force member asked about the cost involved for the PDF version of the CSF available to healthcare entities. Mr. Hourihan responded that there is no charge for the PDF version, but that there is a cost for a license of the professional version of the CSF in other formats. The task force member asked how many people license the professional version versus the regular pdf version of the CSF. Mr. Hourihan indicated that that information was not immediately available.</p>			
7	University of Houston/HHSC Privacy and Security Papers	Steve Roddy	11:20-11:25 a.m.
<p>Presenter: Steve Roddy, Patricia Gray (University of Houston)</p> <p>Mr. Roddy noted that HHSC contracted with the University of Houston Law Center’s Health Law and Policy Institute in February to help develop a series of policy papers and other deliverables in the area of privacy and security, and advised that the policy papers/deliverables would serve as inputs into the task force’s work on development of statewide policy guidance on privacy and security. He introduced Professor Patricia Gray, the Institute’s Director of Research and External Affairs, who outlined the status and subjects of the papers in the series, including:</p>			

- Privacy and Security Primer
- Consent Options White Paper
- Trust Agreements White Paper
- Draft Trust Agreement
- Privacy and Security White Paper - policies to be utilized by local and regional health information organizations to support interoperable HIE, including authorization, authentication, consent, access, audit, breach, and patient engagement.

Mr. Roddy explained that the Privacy and Security Primer is posted on the THSA website at <http://www.thsa.org/announcements/primer-%E2%80%93-medical-information-privacy-protections-in-texas.aspx> and is also posted on the task force's collaborative website. He also indicated that as the other papers are published they would be made similarly available.

He asked if anyone had questions for Professor Gray regarding the Institute's privacy and security papers? There were no questions or comments.

8	Future Meeting Schedule	Steve Roddy	11:25-11:28 a.m.
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Mr. Roddy noted that all task force meetings were scheduled in reference to monthly meetings of the Collaboration Council on the second Friday of each month and meetings of the THSA Board of Directors, which meets on the 3rd Friday of the month on a quarterly basis.

He reviewed the following future meeting schedule for the Privacy and Security Task Force:

- Wednesday, June 1
- Wednesday, June 29
- Wednesday, July 27
- Wednesday, August 31
- Wednesday, October 5
- Wednesday, November 2
- Wednesday, November 30

9	Other Items	Steve Roddy	11:28–11:29 a.m.
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Mr. Roddy asked if there were any other item anyone would like to discuss? No additional items were identified.

10	Adjournment	Steve Roddy	11:30 a.m.
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Mr. Roddy announced that the meeting was adjourned.