

In Attendance:

Task Force Members

Julie Adams Seton – Ascension Health	N	Carl Ahmed CA (Carl Ahmed) Associates	N	Archie Alexander Dept. of Health Administration - LSU/Shreveport	N
Norman (Skip) Best Covisint	N	Rebecca Bonds CTG Health Solutions	N	Nestor Cromwell TDSHS	Y
Norman Dillon, Jr. Lifecare Hospital	N	Mirsa Douglass TDSHS	Y	James Gaston HIPAA Solutions, LC	N
Deborah Giles SHI Government Solutions	N	Patricia Gray UH Law Center Health Law & Policy Institute	Y	William Gross LabCorp	N
Chris Guerrero TDSHS	Y	Donna Gustafson Deloitte and Touche	Y	Tim Hanson TDSHS	N
Travis Hanson West Texas Health Information Regional Extension Center	N	Charles Harrison ATCIC	Y	Eric Heflin Medicity	N
Deborah Hiser Brown McCarroll	N	Jonathon Ishee Northwest Diagnostic Clinic & Access Health Providers	N	Radhika Iyer Computer Task Group	N
Sheila Kelster THHSC	N	Diane Kenyon Harden Healthcare	Y	Ann Kitchen Health & Community Strategies	N
Bryan Law Texas House of Representatives	N	Jon Law Paseo del Norte HIE	N	Peter MacKoul HIPAA Solutions, LC	N
Elena Marks Greater Houston HIE	Y	Meg Marshall Cerner	N	Kem McClelland Integrated Care Collaboration	Y
Matthew Murray Texas Medical Association	N	Robert Myles UT Southwestern	N	Deborah Norris HHSC	Y
Deborah Peel Patient Privacy Rights	N	Mark Peppard General Dentist	Y	Christy Rodgers Tenet Healthcare	N
Yvonne Sanchez HHSC	N	Stanley See TDSHS	Y	Telly Shackelford Sandlot, LLC	N
Camille Schaeffer ICA	N	Stew Urbach TDSHS	N	Earnest Valle THHSC	Y
John Ware HCA	N	LaDair Wright HHSC Medicaid/CHIP	N		

<i>Others Attending</i>					
Kindra Allen Deloitte and Touche	Y	Jocelyn Dabeau THSA	Y	Tony Gilman THSA	Y
Kimberly Messersmith 3 Click Solutions	Y	Annie Nabers THSA	Y	Steve Roddy THSA	Y
Carole Tamayo ICC	Y				

Agenda Items			
#	Item Name	Item Owner	Time Allotment
1	Welcome, Announcements, Review of Task Force Charter, Agenda Overview	Steve Roddy	10:00–10:08 a.m.
<p>Presenter: Steve Roddy (THSA Assoc. Director of Policy and Planning)</p> <ul style="list-style-type: none"> Mr. Roddy called the meeting to order, reminded members that the task force process is intended to be collaborative and invited participation, made announcements regarding meeting participation, inquired whether members had experienced difficulty accessing the task force shared Wiki site and utilizing the Attendance Tracker on the site, and requested that members record attendance using the Attendance Tracker. Mr. Charles Harrison and Mr. Eric Heflin noted having difficulty accessing the webinar presentation. Mr. Roddy advised the group that they would focus on three primary agenda items: an update on the status of Texas HIE, including action taken during the THSA Board of Directors meeting on August 19, 2011; an update on the status of THSA privacy and security guidance; and a discussion of an HIE’s approach to issues relating to access to protected health information. 			
2	Texas HIE Update	Tony Gilman	10:08–10:18 a.m.
<p>Presenter: Steve Roddy, Tony Gilman</p> <p>Presentation and Discussion:</p> <ul style="list-style-type: none"> Mr. Roddy introduced Mr. Gilman to discuss the status of Texas HIE, including action taken by the THSA Board of Directors in its meeting on August 19. Mr. Gilman noted that the interoperability guidance documents created in partnership with Accenture, including the Enterprise Architecture Blueprint (EAB), EAB Lifecycle Management Plan, and Technical Implementation Specifications document, were approved by the Board and have been published and are available on the THSA website under the Announcements tab. Mr. Gilman also told members of the task force that the THSA Board had acted on the THSA rural White Space Initiative Request for Qualifications by tentatively qualifying six health information service providers (HISPs). He noted that these six HISPs will be approved to offer basic connectivity services in the White Space regions subject to successful contract negotiations and passage of a technical testing requirement. Mr. Gilman also referenced the ongoing THSA website redesign and communications plan projects, noting that Mr. Roddy has created a communications matrix that engagement task force members are reviewing 			

to provide a readily accessible summary version of THSA’s provider and consumer engagement work plan.

- Mr. Gilman asked if there were any questions; none was asked. Mr. Roddy noted that the matrix was created in response to concerns expressed by task force members and others for the need for consistent and cohesive HIE messaging, and that it incorporates ideas provided by task force members. He also reminded members that the privacy and security white papers created by the University of Houston Health Law and Policy Institute under its contract with HHSC have been published and posted on the THSA website.

Participants: Steve Roddy, Tony Gilman

3	Privacy and Security Guidance Status	Jocelyn Dabeau	10:18–10:25 a.m.
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Presenter: Steve Roddy, Jocelyn Dabeau

Presentation and Discussion:

- Mr. Roddy introduced Ms. Dabeau to bring members up to date on the status of THSA privacy and security guidance, including the development of a draft Trust Agreement, and on related discussions during the August 19th, 2011 THSA Board Meeting. Ms. Dabeau reminded members that a draft of the Trust Agreement is available on the THSA website and the Wiki site. Ms. Dabeau also told members that the THSA has yet to receive enough feedback from HIE and other stakeholders to draw conclusions on the some of the open questions identified in the draft Agreement.
- Ms. Dabeau told the members that, as a result, a team of attorneys, including HIPAA attorneys and attorneys representing some of the more advanced HIEs, had been assembled to work with THSA staff through a series of discussions regarding the Trust Agreement, Model Business Associate Agreement and any additional privacy and security guidance. She also reminded members that this is a collaborative process, and the THSA will continue to require feedback from local HIEs and stakeholders before finalizing any agreements or policies.

Participants: Steve Roddy, Jocelyn Dabeau

4	<i>Access to Protected Health Information: An HIE’s Approach to Selected Issues</i>	Jocelyn Dabeau	10:25-10:33 a.m.
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Presenter: Steve Roddy, Jocelyn Dabeau, Kem McClelland (Integrated Care Collaboration)

Presentation and Discussion:

- Ms. Dabeau introduced Ms. Kem McClelland of the ICC to talk about the ICC’s consent, privacy and security policies. Ms. McClelland told members that the ICC is in the midst of rolling out its new platform, which will be live in the upcoming days. She noted that the ICC has been a functioning HIE since 2002, and was originally run on a system that was hosted outside of the ICC.
- Ms. McClelland told members about the ICC’s opt-in policy and how ICC’s expansion has created new elements that may require changes, such as possibly entering into an opt-out policy instead. Currently, access is limited to participating organizations that sign a business associate agreement, but the ICC is in the process of creating a more substantial participation agreement as it moves to its own platform. She also noted that the ICC is providing its participating organizations with a security best practices and recommendations document.

- Ms. McClelland also noted that everything in the ICC's new platform is auditable. The ICC is making plans to perform an external intrusion audit on a quarterly basis and internal audits on a monthly basis. A question was raised regarding whether the audits were manual or automated. Ms. McClelland noted that the audits are automated, and can be very specifically narrowed down based on various criteria.

Participants: Steve Roddy, Jocelyn Dabeau, Kem McClelland, Eric Heflin

5	Future Meeting Schedule and Agenda Items	Steve Roddy	10:33 – 10:46 a.m.
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Presenter: Steve Roddy

- Mr. Roddy reviewed the future schedule of the Task Force:

Wednesday, October 5

Wednesday, November 2

Wednesday, November 30

- Mr. Roddy expressed an intent to be able to share preliminary recommendations on privacy and security policies with the members of the task force for input at the next meeting, and asked if anyone had questions prior to adjournment of the meeting.
- A question was raised regarding the status of the trust agreement. Ms. Dabeau noted that finalization of the trust agreement is dependent upon participation and input from HIEs. She noted that the THSA Board emphasized the importance of collaboration from parties involved in this process. Mr. Gilman expressed a goal of presenting a final draft trust agreement to the THSA Board for consideration at its next meeting on December 9, 2011.
- A question was raised regarding intent to develop a uniform consent instrument. Ms. Dabeau told members that House Bill 300 provides new requirements regarding patient authorization and notification by providers of intent to disclose information, and requiring a task force appointed by the Attorney General to create a universal authorization form, and explained that development of the authorization form is not required until 2013. Mr. Roddy noted that the THSA will play a role in the work of the task force. He also noted that the input from the THSA's privacy and security task force could help inform the work of the task force.
- Ms. Dabeau asked members to provide initial input on the Trust Agreement by September 16, 2011.
- There being no further questions, the meeting was adjourned.

Participants: Steve Roddy, Jocelyn Dabeau, Tony Gilman, Elena Marks, Charles Harrison, Diane Kenyon