

**NEVADA HEALTH INFORMATION EXCHANGE BOARD OF DIRECTORS
TECHNOLOGY COMMITTEE
MEETING MINUTES
March 8, 2013
9:00 AM**

Teleconference Call

COMMITTEE MEMBERS PRESENT

Leo Basch, PharmD – Committee Chair
Brian Labus – joined at 9:30 am
Ernesto Hernandez
Sherri McGee
Todd Radtke
Lynn O'Mara, Ex officio

COMMITTEE MEMBERS EXCUSED

Ernesto Hernandez

DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS) STAFF PRESENT:

Amber Joiner, Deputy Director, DHHS
Stefani Hogan, Director's Office, DHHS
Megan May, Director's Office, DHHS

OTHERS PRESENT

Carolyn Cramer, NHIE Pro bono legal counsel
Deborah Huber, HealthInsight
Rachel Papka, HealthInsight
Joan Hall, Chair, NHIE Board of Directors
Erin Russell, United Health Group
Matt Arnold, Nevada State Health Division - Ryan White Program
Michael Sedor, OptumInsight
Tristian VanHorne, Orion Health
Massimiliano Masi, Tiani-Spirit
Brett Crown, Tiani-Spirit
Roland Maurer, Tiani-Spirit
Gottfried Heider, Tiani-Spirit
Tobias Pass, Tiani-Spirit

1. Call to order, roll call, determination of a quorum and announcements

Dr. Basch called the meeting to order at 9:03 am. Ms. Hogan called the roll, and informed Dr. Basch that a quorum was present. She also informed Dr. Basch that Mr. Labus would join the teleconference about 9:30 am.

2. Public comment

There was none.

3. Informational Item: Establishment of NHIE Web site

Dr. Basch deferred this item until Mr. Labus joined the teleconference. When Mr. Labus was able to participate, he reported that the URL for the NHIE Web site was <http://nv-hie.org>. He explained that he had purchased the .com, .org, and .net versions of the nv-hie domain name, as an In Kind grant contribution. Mr. Labus said that the Web site was now live, with basic information. He thanked Mr. Radtke for doing a great job in getting the site created, and reported that an e-mail account had also been established for NHIE information inquiries and for the RFP.

4. Present and Discuss the current draft of the NHIE RFP for its HIE technical solution, including but not limited to, completeness, correctness, sections requiring additional work and/or further review, and Determine modifications and/or next steps

Dr. Basch presented an overview of the draft NHIE RFP. There were no questions or comments from Committee members.

5. Public Comment specifically regarding the current draft of the NHIE RFP for it's HIE technical solution

Comments from Ms. Cramer

- Section 6.6 Reference to NRS 239 needs to be deleted as NHIE is not subject to Nevada's Public Records Law, as it is not a state agency
- Section 6.7 Might need provision relating to the source code, relating to what happens if the NHIE changes vendors in the future. Also, might want to consider placing source code into an escrow account, in the event there is a need to access to the source code to re-create data.
- Section 6.15 Reference to the acceptance of RFP "protest pursuant to arbitration" is probably not needed as NHIE is a private entity and not a state agency.
- Section 16.16 The references to NRS 239, the state public records law, do not apply as NHIE is not a state agency. She also mentioned that trade secrets may be an issue, and she would draft suggested language.
- Section 8.3.1 The language in the 4th paragraph is confusing, as Medicaid beneficiaries do not have an opt-out option, by statute.
- Section 8.4.12 She questioned the necessity of referencing NRS 603A, regarding security breaches and who would bear the expenses for investigations, and notifications. Also what types of insurance would the NHIE need to obtain. After some discussion, it was agreed that Ms. Cramer and Ms. O'Mara would work on this section.

Ms. Huber requested an introduction or overview of the draft RFP document. Dr. Basch then provided an overview of the draft RFP, including a summary of the core requirements.

Comment from Mr. Van Horne

- Section 5.1.8 Regarding the Service Level Agreement migration, he asked if NHIE had considered an option for NHIE to host the solution that is built into the agreement. Mr. Radtke agreed that would be a good idea to include such an option. Ms. O'Mara added

that in the future, it is possible that the hosting of the solution could migrate to the NHIE or even to the State.

Comments from Mr. Crown

- Section 5.1.4.1 Regarding the experience narrative metrics being requested, he noted that variances between the size of practices or footprint of a company may preclude a vendor from being able to obtain the information specified, preventing them from responding to the RFP. Mr. Labus, Mr. Radtke and Ms. McGee all suggested changes that would better address the spirit of the request, which was information that demonstrated the vendor's experience, instead of the example metrics.
- Section 5.1.4.2 Regarding vendor references, he recommended requesting specifics about HIE compliancy, versus current in production information. He also suggested requesting the vendor's last 3 years of connect-a-thon experience, as HIE standards and profiles change year-to-year. In addition, he suggested adding specifics regarding that the reference is in current production mode, and not testing. Lastly, he recommended requesting the specifics of their HIE to HIE connectivity. To demonstrate that they are providing the services claimed by actually facilitating HIE in the community, in the state, and in the US.

Comments from Ms. Huber

- Sections 4.4 and 6.10 Regarding conflicts of interest with the NHIE, she requested clarification about how this was determined or would be determined. After discussion by the Committee, Ms. Cramer agreed to research the issue and provide information for the Committee to consider.
- Section 10.12.1 Regarding the Data Center Location (Nevada), she said that it wasn't clear if this was a requirement or just something of interest. Ms. McGee explained that if, in the future, a vendor needed or chose to establish a data center, the preference would be to do so in Nevada.
- Section 12 Regarding the funding source for the RFP, she said that government RFPs usually cited the funding source and amount, and asked where the money would come from and how much was available for the project. Ms. O'Mara stated that this was a private industry RFP, not a state agency project, and the Committee had not yet determined the cost proposal criteria. Dr. Basch stated that when the cost proposal section of the RFP was developed, the issue would be addressed.

In response to a question from Mr. Crown and a request from Ms. Huber, Dr. Basch went through the Procurement Schedule that was Figure 1 on Page 16 of the draft RFP (see below). Mr. Crown said that he did not see a line item that addressed connecting the OptumInsight HIE with the state HIE, if Optum did not win the RFP. Dr. Basch reminded everyone that the NHIE is a private non-profit, and not a state agency, and the RFP was for the NHIE's HIE solution. He stated that the RFP was only for implementing an HIE solution, and HIE to HIE connectivity was outside the scope of the RFP. He commented that the NHIE would have to address the issue at a later time, once it's HIE solution was operational.

Event	Responsible	Date/Deadline	Time Period
Release of RFP	NHIE	3/15/2013	
Letter of Intent with Credentials due to NHIE (required for consideration)	Vendors	3/29/2013	10 business days
NHIE Down-select of Vendors for RFP response and demonstrations	NHIE	4/10/2013	8 business days
Invitation to selected vendors for RFP response and demonstration	NHIE	4/12/2103	2 business days
Submission of Vendor questions regarding the RFP and demonstration	Vendors	4/16/2013	2 business days
Answers to questions published	NHIE	4/19/2013	3 business days
Written proposals submitted	Vendors	5/10/2013	15 business days
Vendor demonstrations and Q&A during NHIE Technology Committee meeting	NHIE & Vendors	5/14/2013	2 business days
Follow-up questions to the RFP respondents, if necessary	NHIE	5/16/2013	2 business days
RFP respondents submit answers to questions, if necessary	Vendors	5/17/2013	1 business day
Vendor selected and notified	NHIE	5/24/2013	5 business days
NHIE selection decision issued	NHIE	5/31/2013	4 business days
Contract executed	NHIE & Selected Bidder	6/21/2013	15 business days
Core solution implemented and ready for qualified participant integration		9/23/2013	
3 rural hospitals or practice groups integrated into system		12/20/2013	

Comments from Mr. Maurer

He suggested including the IT profiles from Section 8.5 in sections 8.6 and 8.8. He also questioned if the same functionality could be used for Sections 8.6-8.8, and suggested clarifying that in the RFP. Mr. Radtke commented he would review those sections, keeping Mr. Maurer's suggestions in mind.

6. Discuss and Determine interim Procurement Project Manager, including but not limited to, position responsibilities and communications with RFP responders

Dr. Basch said that it was not appropriate for a state employee to be the NHIE Procurement Project Manager, and asked Mr. Radtke if he would consider serving in the position. He explained that Mr. Radtke would only need to do so on an interim basis, until the NIE CEO was hired. Mr. Radtke agreed to be the interim project manager.

MOTION: Dr. Basch moved for Mr. Radtke to be the interim Procurement Project Manager

SECOND: Ms. McGee

PUBLIC COMMENT: None

APPROVED: UNANIMOUSLY

7. Discuss and Determine committee timeline for RFP process, including but not limited to, next steps

The Committee discussed needing time to consider all of the RFP comments received today, and Dr. Basch deferred this item to the next Committee meeting.

8. Discuss and Determine job description, timeline, and next steps for the recruitment of the NHIE HIE Solution Architect/ Technical Director

Dr. Basch deferred this item to the next Committee meeting, to allow the Committee members sufficient time to review the document.

9. Discuss and Determine future meeting date(s) and/or agenda items

Dr. Basch said the next meeting of the Committee would be held on Friday March 15, 2013 at 7:00 am.

10. Public Comment:

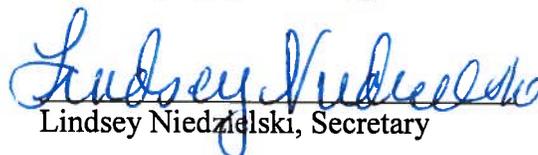
There was none.

11 . Adjournment

Dr. Basch thanked everyone for their participation during today's meeting. Then, there being no further business to come before the NHIE Technology Committee, Dr. Basch adjourned the meeting at 10:41 am.

CERTIFICATE OF SECRETARY

I, Lindsey Niedzielski, the undersigned, the duly elected and acting Secretary of the NEVADA HEALTH INFORMATION EXCHANGE (A Nevada Non-Profit Corporation), do hereby certify that the foregoing Meeting Minutes of said Corporation are a true and correct reflection of the CEO and Staffing Committee's Meeting held on the 8 day of March, 2013.


Lindsey Niedzielski, Secretary

