

# CC - MONTHLY CALL MEETING NOTES 8 24 11

## Coordinating Committee

### Monthly Call

Meeting Notes: 8/24/11 (2:00 - 2:30 pm EST)

NOTE: *Portions of the meeting notes related to Confidential Participant Information may have been removed.*

Committee Members (attendance signified with a “✓”)

#### Participant Members

- ✓ Michael Matthews, MedVirginia (CC Chair)
- ✓ Holt Anderson, NCHICA (CC Vice-Chair)  
Laura Conn, CDC  
Shaun Grannis, Regenstrief  
Tom Fritz, INHS  
David Groves, HealthBridge
- ✓ Stephania Griffin, VA  
Paul Matthews, Oregon Community Health Information Network
- ✓ John Mattison, Kaiser Permanente
- ✓ Stone Quillian, DoD  
Kitt Winter, SSA
- ✓ Gerard Reeder, EHR Doctors

#### Cooperative Representative Members

N/A

#### Definite Plan Member

- ✓ Jeffrey Blair, LCF Research

#### ONC

- ✓ Mary Jo Deering
- ✓ Mariann Yeager (CC Secretary)

## Invited Subject Matter Experts

- Tim Cromwell, VA
- ✓ Steve Gravely, Troutman Sanders
- ✓ Erin Whaley, Troutman Sanders
- Doug Fridsma, ONC, Office of Standards and Interoperability
- ✓ Avinash Shanbhag, ONC, Office of Standards and Interoperability
- ✓ Michael Hunter, Testing Team
- ✓ Benson Chang, Specifications Lead, Deloitte
- ✓ Renee Rowell, ONC, Office of Standards and Interoperability
- ✓ Edward O'Conner, Testing Team
- ✓ Anne Schieber, Testing Lead, Nitor Group
- ✓ Naomi Escoffery, DoD
- ✓ Ivy Eckerman, Federal Health Architecture
- ✓ Christine Kerick, Spire Communications
- ✓ Adriane Able, South Carolina Health Information Exchange
- ✓ Vladi Reznikov, Nitor Group

## Confirmed Observers

- ✓ Diane Davis fill in for David Patterson, Office of Research and Statistics Health & Demographic, SC
- ✓ Dennis Reuss, Quality Health Network
- ✓ Debbie Taheri, San Diego Beacon
- ✓ Deborah Lafky, ONC
- ✓ Drew Scrachio, CMS
- ✓ Ernest Clover, NeHC
- ✓ Evan Carter, Florida Health Information Exchange
- ✓ Herb Glose, Buffalo HealthLink
- ✓ Jamie Ferguson, KP
- ✓ Jamie Bent, VA
- ✓ John Hargreaves, Conemaugh Health System
- ✓ John Foster, H.S.A P.M.O
- ✓ Julie Crouse, CMS
- ✓ Kate Berry, NeHC
- ✓ Lauren Thompson, Federal Health Architecture
- ✓ Marty Prah, SSA
- ✓ Matthew Rahn, ONC - Office of Standards and Interoperability
- ✓ Meryt McGindley, NeHC
- ✓ Melinda Machones, CHIC
- ✓ Nicholas Majcher, Western New York HealthLINK
- ✓ Sam Elias, CMS
- ✓ Shawn Turner, Catholic Healthcare West
- ✓ Tina Lee, CMS
- ✓ Tom Borja, Connect Team
- ✓ Vernetta Roberts, NeHC
- ✓ Vijay Shah - Nitor Group (ONC Contractor)

# Meeting Summary

## Agenda Topic #1: Identify participants

*Discussion Summary:* Roll call was facilitated to identify Coordinating Committee (CC) members and observers present.

*Decision / Outcome:* See list of participants and observers noted above.

*Action / Follow Up:* N/A

## Agenda Topic #2: Quorum

*Discussion Summary:* The CC Chair confirmed the CC members present and declared a quorum. It was noted that the DoD CC representative will be transitioning from Stone Quillian to Naomi Escoffrey in the future. Ms. Escoffrey was introduced to the CC.

*Decision / Outcome:* Quorum was established since 8 of the voting members, including at least one Federal and one non-Federal Type 1 members, were present.

*Action / Follow Up:* N/A

## Agenda Topic #3: Review Agenda

*Discussion Summary:* The agenda was reviewed and a request for any new business was made.

*Decision / Outcome:* No new business was identified.

*Action / Follow Up:* N/A

## Agenda Topic #4: Approve 7/27/11 Meeting Notes

*Discussion Summary:* Meeting notes from 7/27/11 were reviewed by the CC.

*Decision / Outcome:* A motion to approve the 7/27/11 meeting notes was made, seconded and approved without further discussion.

*Action / Follow Up:* Mark meeting notes as final and post to the new Exchange web site: <http://www.nationalehealth.org/coordinating-committees-meeting-notes>

## Agenda Topic #5: Policy and Technical Task Group Status

- *Discussion Summary:* The Policy & Technical Task Group provided a status update regarding its work on an Exchange release process and schedule. A subgroup drafted a straw proposal that outlined key assumptions, process steps and timelines and reviewed it with the Task Group on 8/22. The subgroup will refine the proposal based upon Task Group input and will present an updated draft for the next Policy & Technical Task Group call on 8/29. The objective is to present a recommended release process and timeframes for CC consideration.
- The Task Group observed that the subgroup is proving to be a productive way to quickly and effectively draft initial proposals. A natural extension of this work is to use this Exchange release work product as a framework to map out the 2011 release migration plan and schedule.
- It was suggested that a subgroup be formed to evaluate options for validation process, tools and methods to inform long-term planning discussions.

*Decision / Outcome - Summary:* N/A

*Action / Follow Up:* Add Task Group update as a September agenda item.

## Agenda Topic #6: 2011 Release Migration Plan Update

*Discussion Summary:* The CC has previously approved an approach for migration efforts, which enables participants to begin migrating to the 2011 specification release on the date when the testing environment has been updated (originally contemplated for October 2011).

This is dependent, in part, upon the existing testing infrastructure, test cases, data sets and other resources being updated to reflect the 2011 summer specification release. The ONC testing team contractor provided an update regarding the status of this work.

- Completed test cases for Document Submission and Administrative Distribution specifications were submitted to CMS for consideration. These will be presented to the CC for approval in September. CMS can use these for self-testing until the lab / tools are updated to support manual or automated testing in the lab. Going forward, the Testing Team will seek input from the CC regarding priorities for updating the tools going forward.

It was noted that further planning and coordination is needed to progress with migration planning and schedules for retesting:

- Since the specifications are not backwards compatible, exchange partners need to migrate as close together to minimize disruptions to exchange.
- Federal partners are trying to synchronize their migration efforts – and all move to a “stable code base”. It is desirable to coordinate Exchange migration efforts to occur in synch with these stabilization activities.
- Recently, concerns have been raised about a lack of central coordination and accountability for making the migration happen. It was suggested someone should be on point to coordinate these efforts, develop a migration schedule and to track migration to completion.
- This implementation and operation activity spans all Exchange participants (federal and non-federal), and may involve coordination with FHA, testing and on boarding team, CONNECT development team.

The CC considered several key questions, including whether the CC has or should have an oversight role in that process.

*Decision / Outcome:* The CC discussed this matter at length and determined that it can support and encourage that there be a central point of coordination and accountability; however the CC does not have the authority to direct this work.

*Action / Follow Up:* No action was taken. The Coordinating Committee will continue to track progress in its September meeting.

## Agenda Topic #7: Next Steps in Operationalizing the Amended DURSA

*Discussion Summary:* The amended DURSA is still in the approval process and may take until early September to be signed and to take effect. The Coordinating Committee noted the timing implications for reconstituting the Coordinating Committee, including elections may take place in September or October.

*Decision / Outcome:* N/A

*Action / Follow Up:* The Coordinating Committee will continue to track progress in its September meeting.

#### Agenda Topic #8: Exchange Web Page and Document Repository

*Discussion Summary:* NeHC presented plans for setting up a public web page for the Exchange, as well as a secure document repository.

ONC clarified the relationship between NeHC and ONC as it relates to the Exchange and noted that NeHC is providing logistical and communications support for the Coordinating Committee, as well as other support under its Cooperative Agreement. It was clarified that the records maintained were not ONC records, but rather CC records.

*Decision / Outcome:* N/A

*Action / Follow Up:* N/A

#### Agenda Topic #9: New Business

*Discussion Summary:* N/A

*Decision / Outcome:* N/A

*Action / Follow Up:* N/A

#### Agenda Topic #10: Meeting Schedule

*Discussion Summary:* N/A

*Decision / Outcome:*

- Next monthly call: 9/26/11, 2:00 – 2:30 pm
- Anticipated agenda items for next meeting:
  - Approve August 2011 Meeting Notes
  - DURSA status
  - Policy & Technical Task Group Update
  - Next Steps – Reconstitution of the CC, including elections

*Action / Follow Up:* N/A

#### Agenda Topic #11: Adjournment

*Discussion Summary:* The Chair asked whether there was any other business the CC wanted to address. No other business was raised.

*Decision / Outcome:* A motion to adjourn was made, seconded and passed without further discussion. The meeting adjourned.

*Action / Follow Up:* N/A