

IN-PERSON	PHONE	STAFF	ABSENT	GUESTS
Henry Anderson	Steve Brenton	Joseph Kachelski	Jane Cooper	Elise Braun
Sheila Jenkins	Julie Bartels	Jean Doeringsfeld	John Foley	Jon Nordenburg
Dianne Kiehl	Patti Brennan	Aelisha Binderim		
Chuck Nason	Ken Letkeman	Kim Drone		
Chris Queram	Brett Davis	Kim Johnston		
Craig Samitt		Sarah Martin		
Linda Syth		Kim Pemble		
Denise Webb				

## WISHIN BOARD OF DIRECTORS MEETING MINUTES

Wednesday, October 26, 2011 - 1:00 – 3:00 p.m.

Wisconsin Medical Society



AGENDA ITEMS	RESULTS
<b>Approval of September Board Meeting Minutes</b>	Approved
<b>Creation of Clinical Advisory Committee</b>	A clinical advisory committee is proposed to be created to help provide input on clinical workflow perspective regarding procurement and implementation of technical services, evaluate Phase 2 vendor proposals, inform marketing efforts, and have an ongoing role in the evaluation of Phase 2 services. Approved.
<b>Employee Lease Agreement Between WHA &amp; WISHIN</b>	Predated contract concern raised, change to “exclusively under contract with WISHIN” under 6.1. Does this meet federal procurement laws? Do the due diligence on the procurement and look at specific sections that need attention. We will bring this back to the board to approve at the November meeting. It was suggested possibly bringing items like this level to certain people’s attention, not the entire Board after the first year of business.
<b>Operational Update: Phase I</b>	10 Direct clients, introducing WISHIN sessions, working on Direct demonstration projects. ONC did state success from Phase 1 needs to be shown before progressing with Phase 2. More resources will need to be put forth to create demand for this product. The mid January release date is not assured. SOP update will be due.
<b>Operational Update: Phase II</b>	Have validated the 10 highest priority use cases in the SOP. Will help prioritize those for Phase 2. Will identify next level questions that arise to work w Clinical Advisory Committees, market research or stakeholders. Final report in early November. Input into RFP and SOP update.
<ul style="list-style-type: none"> <li><b>Value Proposition Workgroup</b></li> </ul>	
<ul style="list-style-type: none"> <li><b>Vendor Education Sessions</b></li> </ul>	9 presentations from HIE vendors to make WISHIN more aware of technical capabilities in the market. There is a difference between the type of vendors that were present: vendors existing only to be HIE vendors, and vendors that have that as an add on service. Privacy options are highly configurable in regards to the consent issues.
<ul style="list-style-type: none"> <li><b>RFP Development</b></li> </ul>	Input for the RFP are the value prop wg, vendor ed sessions, RFPS from other states and consultant resources. This will be approved by the Technical Advisory Committee on Nov. 14, Policy review, Nov. 15, Approval from Board 11/23, submit to ONC Dec. 1, and released by January 17. We are hoping to have vendor responses due in March, contracting complete in May and launch in October 2012.
<b>Procurement for Marketing/Market Research Services</b>	The communications workgroup is going to write an rfp for services for phase 2. We are looking at doing providing development for phase 2, and create a communications campaign development. (see document) The marketing plan needs to include citizens. Approved.
<b>Overview of Wisconsin’s HIE CAP Grant &amp; WISHIN’s YTD Financials</b>	A document was provided a document to show the board the budget and match for YTD financials.
<b>Board Actions in Coming Months</b>	Approve phase 2 rfp – Nov, approve 2012 wishin budget 0 Nov or Dec, approve SOP update including sustainability plan in December.
<b>State HIT Coordinator Update</b>	The state is proceeding with the tax credit for any liability they have with their taxes. It is for up to 50% of their hardware or costs incurred to retain EMRs.
<b>Committee Appointments</b>	Linda is being recommended as a member of governance, compensation, and executive committees. Approved.
<b>CLOSED SESSION: CEO Performance-Review Process and Timeline</b>	