

**Governance Design Group – Session #1**  
**Meeting Agenda**

| Meeting Date            | Meeting Time            | Location – Zoom Web Conference  |
|-------------------------|-------------------------|---|
| Wednesday, May 23, 2018 | 10:00 am – 11:30 am EDT | Webinar link: <a href="https://zoom.us/j/815997759">https://zoom.us/j/815997759</a><br>Telephone: (408) 638-0968 or (669) 900-6833<br>Meeting ID: 815 997 759 |

| Design Group Members  |                            |   |  |
|---|----------------------------|---|--|
| Lisa Stump, MS, RPh, Yale New Haven Health                              |                            | Bruce Adams, JD, Office of the Lieutenant Governor  |  |
| Patricia Checko, DrPH, Consumer Advocate and Public Policy Professional |                            | Polly Bentley, Department of Social Services Representative (on assignment from HealthTech Solutions) |  |
| Jake Star, VNA Community Healthcare & Hospice                           |                            | Pending, Office of the Attorney General (TBD)   |  |
| Design Group Support  |                            |   |  |
| Michael Matthews, CedarBridge   | Jennifer Richmond, HIT PMO | Sarju Shah, HIT PMO   |  |
| Chris Robinson, CedarBridge   | Grace Capreol, HIT PMO     | Dino Puia, HIT PMO  |  |
|   | M.J. Lamelin, HIT PMO      | Kelsey Lawlor, HIT PMO  |  |

| Session 1 Agenda |  |  |          |
|------------------|--|--|----------|
|                  | Topic  | Responsible Party                      | Time     |
| 1.               | <b>Welcoming Remarks</b><br><b>Meeting Overview and Objectives</b>   | Jennifer Richmond                      | 10:00 AM |
| 2.               | <b>Introductions</b> <ul style="list-style-type: none"> <li>2-minute introductions of name, organization/title, summary of stakeholder perspective represented</li> </ul>  | Design Group Members and Support Staff | 10:10 AM |
| 3.               | <b>Charter</b> <ul style="list-style-type: none"> <li>Walk-through of Design Group draft charter</li> <li>Request approval of charter by group</li> </ul>  | Michael Matthews                       | 10:30 AM |
| 4.               | <b>Discuss planning process</b> <ul style="list-style-type: none"> <li>Proposed meeting schedule and meeting topics</li> <li>Proposed timeline of meeting topics</li> </ul>  | Michael Matthews                       | 10:50 AM |
| 5.               | <b>HIE Governance Basics</b> <ul style="list-style-type: none"> <li>Principles</li> <li>Trust</li> <li>Policies &amp; Procedures</li> <li>Organizational</li> <li>National Perspectives</li> <li>State Perspectives</li> </ul> | Michael Matthews                       | 11:05 AM |
| 6.               | <b>Meeting Wrap-up and Next Steps</b>  | Michael Matthews                       | 11:25 AM |

**Meeting Schedule:**

## **Governance Design Group – Session #1 Meeting Agenda**

- Kickoff Meeting – May 23, 2018 (10am-11:30am)
- Meeting #2 – June 6, 2018 (10am – 11:30am)
- Meeting #3 – June 14, 2018 (10am – 11:30am)
- Meeting #4 – TBD
- Meeting #5 - TBD

**Meeting information is located at:**

<http://portal.ct.gov/Office-of-the-Lt-Governor/Health-IT-Advisory-Council/Health-IT-Advisory-Council---Design-Groups>

**Resources to be Reviewed for Meeting #2 (June 6, 2018)**

- Governance Design Group Kickoff Meeting PowerPoint Presentation (*document should be completely reviewed*)