

**INFORMATION TECHNOLOGY GROUP
MINUTES**

January 14, 2003
9:00 to 10:30 AM
Kettering Center
140 E. Monument Ave.
Dayton, Ohio

Attending: Rudy Arnold (Miami Valley Health Improvement Council), Barbara Botschner (Fidelity), Rose Bradley-Hutchinson (YWCA), Kate Cauley (WSU), Mary Crimmins (WSU), Patrick Hartzell (WSU), Greg Kojola (WSU), Carla Lachecki (WSU), Marcie Lumppp (Catholic Social Services), Kevin Mellon (Planned Parenthood), Terry Miller (Fidelity), David Roberts (WSU), Brian Turner (ADAMHS), KC Wilson (Partnership for Youth), and Allyson Sepp (WSU)

1. Purpose of the meeting: Mary provided a Power Point presentation detailing the purpose of the meeting. The Information Technology (IT) group was formed in response to requests made by many members of the HealthLink Miami Valley Advisory Council.

Develop a collaborative of health & human service agencies to discuss:

Common needs and issues

Developing resources for group members to use

Local developments in IT

Training and information needs, which might be collaboratively met

2. Introductions: Individuals attending introduced themselves and provided the information listed below.

- . Background
- . Expertise areas
- . System description-discussion
- . Problem areas

Patrick Hartzell works with Network Services at Wright State University (WSU) School of Medicine. He provides technical assistance to HealthLink Miami Valley. He and Mary conducted an audit of local health and human service agencies this last summer and fall.

Carla Lachecki is the program assistant for the Center for Healthy Communities (CHC). She acts as the liaison for the center to network services at WSU. She designed the current CHC website as well as the Access database being used by HealthLink.

Kate Cauley is the Director of the Center for Healthy Communities and primary investigator for HealthLink.

Greg Kojola is the Manager for Network Services at WSU School of Medicine. He maintains the School of Medicine website and provides assistance to the School in a number of computer related areas. He has served as the Network Services liaison to area hospitals.

David Roberts works with WSU School of Medicine's Network Services also. He presently functions as the Management Information Systems (MIS) Analyst for HealthLink. He will be developing the HealthLink database (using SQL server) and the web interface.

Kevin Mellon works as the Network Administrator for Planned Parenthood of the Greater Miami Valley. He is very interested in how the HealthLink database will be compliant with the Health Insurance Portability and Accountability Act (HIPAA).

Rose Bradley-Hutchinson works with YWCA of Dayton. She acts as the Program and Grants Information Manager. The IT person for YWCA was unable to attend the meeting, but he is currently revamping data intake, developing a database with SQL Server, and a website. Rose works with him on logic and sequencing. The case management module will be working soon. Social workers will be using the database. Rose has noted that the workers are often afraid they will break the computers. The software has a number of canned reports. When special reports are needed, Crystal Report is used.

KC Wilson is the MIS coordinator at Partnership for Youth. There are three divisions to the program: Behavior Health, Job Training, and the Dayton Public School section. Due to HIPAA, Partnership for Youth will need to change their current Access and File Maker Pro databases.

Terry Miller oversees education and the clinical Access and SQL databases at Fidelity. She is also the Privacy Officer and is in charge of Medical Records.

Barbara Botschner is a social worker with Fidelity, a homecare agency. Fidelity is very concerned about the patients that need services but are not appropriate for home healthcare.

Marcie Lumpp is the MIS Coordinator with Catholic Social Services (CSS). CSS uses an NT server and has approximately 50 workstations. Marcie has worked as an applications specialist. Brian provides technical support to agencies contracted with ADAMHS.

Rudy is the co-principal investigator with Kate on HealthLink. Rudy also works with the Miami Valley Health Improvement Council. By background, he is both a Medical Doctor and an engineer. Rudy explained that HealthLink serves as a unique opportunity to integrate operations in the community so that no one is left behind when it comes to healthcare.

3. HealthLink capacity & development, interface potential:

David described the potential future of the HealthLink database. The server has 10 hard drives, a UPS backup for power and an air conditioning unit. Agencies will be linked through a virtual private network (VPN). The server will have SQL Server and the capacity to potentially provide hosting services to other agencies. Mary explained that the portal questionnaire will be the first application accessible on the website. This will provide agencies the opportunity to complete the questionnaire electronically at their site. Mary also described the various Task Forces that make up HealthLink: MIS, Outreach, Outcomes and Evaluations, and Strategic Planning. The Management Team is comprised of Task Force chairs and other representatives and the Network Team consists of the Management Team and members of the community. The Advisory Council is the largest group, which serves as a forum for information exchange. The IT group is under the Advisory Council.

4. Assisting other agencies

- . Resource identification

- . Time commitments

5. News group interest or potential: David suggested utilizing a Microsoft news group format to facilitate information exchange between agencies. The group decided that a list serve would be more appropriate since many organizations do not allow news groups on their networks. David also proposed that individuals who provide assistance to other organizations be recognized and given a certificate to acknowledge their accomplishments.

6. Service Learning /experience as a resource

7. Information needs regarding emerging technology/software

8. Other Needs: Kevin explained that he is more concerned about HIPAA, and feels that sharing data with HealthLink might be very difficult for covered entities. Mary provided a brief description of HIPAA and covered entities. With proper consents, agencies may be able to share information on the uninsured with HealthLink. Mary gave a more detailed explanation of the origin of HealthLink. Initially, HealthLink planned to work with the Greater Dayton Area Hospital Information Network and AgencyLink. Neither system is up and running at the present time. Thus, the present Outreach efforts have been focused on working with individual agencies. Participating agencies distribute the Portal Questionnaire to clients and community health advocates follow up with clients that request assistance. The grant year ends August 31, 2003, but it is anticipated that the Health Resources and Services Administration will give funding for the 2003-2004-grant year. HealthLink is presently looking for alternative funding sources.

Future meeting schedule: No further meetings are planned as the group will have the listserv for interactions. There is the potential to merge the IT group with the MIS task force.

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