

<b>Present (please check)</b> <b>Please circle note-taker</b>		<b>CMHAMM</b>  Work Group Meeting Minutes  DATE: 11/26/08 LOCATION: CEI WORK GROUP NAME: Information Services	cc: Team members Chuck Dougherty Joanne Holland Scott Overfield Lori Richardson Brenda Monk Deborah Cline Randy Betts John Sytek Katherine VanZwoll		
X	Joanne (notes)			X	R. Betts S. Kilgore D. Cline
X	John S. Scott O.			X	Brenda Monk Fred Feiger Katherine Chuck D.
X	Lori R.			X	
Guests: <input type="checkbox"/> John Hill <input type="checkbox"/> Derek D. <input type="checkbox"/> Jamie -MB <input type="checkbox"/>			Page # <u>  1  </u> of <u>  2  </u>		
Topics Discussed		Discussion/Decisions	Action/Responsible Party		
Document Imaging		<p>The group members agreed on selecting Filebound as the Document Imaging vendor. Chuck will present this decision to the Steering Committee. John Hill will notify Filebound and Chuck will begin to discuss terms of the contract. Feedback and suggestions will be requested from the affiliates during the negotiation process. Affiliates ready to purchase the software, pending Board and agency approval, include CEI, Gratiot, Ionia, and Newaygo. Newaygo will be purchasing its own server, whereas CEI will be hosting for Gratiot and Ionia. Manistee-Benzie will not be purchasing at this time. Manistee-Benzie requested to be kept updated on the status and plans for integrating the Document Imaging software with the clinical system in development at CEI.</p>			
CIO Forum		<p>Chuck presented an updated from the CIO Forum, which is a portion of The Standards Group (TSG) with DCH membership.</p> <p>-DCH discussed the new CHAMPS system and it is possible that the encounter data will be collected and separated by pay source. This is very different than the current model and would result in a significant increase in replacement encounters. DCH could not answer why this was necessary or if it was required. They will do some checking and send confirmation at a later date. The new system is to be implemented in April 2009.</p> <p>-The draft ARR does not contain an IT portion. However, the final ARR has not been sent out and may include additional sections.</p> <p>-There is an email encryption vendor currently contacting CMHSPs and PIHPs. Some boards have purchased the product and found there is a 95-99% false positive rate. It does not seem to be the best solution, but there was some discussion of using a standard email encryption software.</p> <p>- The Data Exchange workgroup, a subcommittee of the CIO Forum, has been discussing standard file formats for submission of DCH requested data. This is to prevent the current direction of entering data into a separate system or website for each type of data requested.</p>			
HSAG		<p>The mini-ISCAT documents have been sent out and are due back to CEI by December 23<sup>rd</sup>. The site visit is scheduled for January 6<sup>th</sup>.</p>			

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Encounter/QI Data		The PIHP has requested the final data submission for FY 07/08 be sent by 12/12/08. If there are any questions they can be directed to John Hill.					