



Consumer Advisory Committee Meeting Minutes

February 25, 2015

Attendee Members: Poppy Arford, Megan Hannan, Ann Sullivan (phone)

Excused: Kathleen Brogan, Beverly Soule, Lydia Richard, David Pied, William Sullivan

Staff: Dev Culver, Amy Landry, Katelyn Michaud

Topic	Discussion/Decision	Action	Person Responsible
Agenda and Minutes	<ul style="list-style-type: none">The committee previously approved the minutes from the November meeting via email.		
SIM Patient Access Project	<p>Amy Landry gave the committee an update of the Blue Button Project.</p> <ul style="list-style-type: none">Katelyn Michaud gave the committee some statistics, as of this morning 189 people have downloaded their CCDs and 55 have taken the initial survey.She reviewed what some of the problems were with the launch of the project.Amy reviewed how the patients were notified, the advertising materials and what practices were involved.The follow-up survey questions were discussed and revised.	<p>Amy will make the discussed revisions to the survey questions and resend to the committee. They will review and get any suggestions back to Amy by Friday.</p>	All
Change to CAC Schedule and Meetings	<ul style="list-style-type: none">Amy gave the committee a brief history of the Consumer Advisory Committee and explained that the group originally came together to develop HIN's opt-out policy and consent materials. This has been accomplished.The group discussed potential committee structures that might better facilitate participation and would not require as many in person meetings.	<p>HIN will provide more details about</p>	Dev

Topic	Discussion/Decision	Action	Person Responsible
	<ul style="list-style-type: none"> The group discussed the need to grow the committee to ensure representation from groups representing a variety of consumer interests. Amy reported that HIN would like to try out a more virtual structure that can be leveraged to let the committee engage with HealthInfoNet on a real-time basis to respond to needs as they arise. Melanie suggested that tools already in place at HIN such as BoardMax and conference software could be leveraged to support this new structure. All agreed that regardless of the structure that in order for this committee to be effective, the members needed to be current on HealthInfoNet's operations. Poppy recommended that the group meet in person no less than bi-monthly with virtual (i.e. conference calls/ webinars) meetings added to support continuity between the regularly scheduled in-person meetings. She also suggested reimbursing members for their travel expenses would support improved attendance. She suggested HIN look for new money (federal grants, foundations funding, etc) to support the operations of the CAC in the future. Dev will bring forward a proposed engagement structure by email at a later date. 	<p>the future committee structure so that Members can reach out to their contacts to gauge interest in participating.</p> <p>HIN will reach out to CAC members with options for future meetings.</p>	
Open Discussion	<ul style="list-style-type: none"> No additional discussion. 	None	None

The meeting adjourned at 12:00pm. The next Consumer Advisory Committee Meeting will be announced at a later time.