

All Payer Claims Database Advisory Group Special Meeting  
**Meeting Minutes**

**Date:** Thursday, June 4, 2015  
**Time:** 9:00 a.m. – 11:00 a.m. EST  
**Location:** Legislative Office Building, Room 1C

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**Members Present**

Dr. Tamim Ahmed, Dr. Robert Aseltine (phone), Mary Ellen Breault for Thomas Leonardi, Demian Fontanella for Victoria Veltri, Melissa Morton for Ben Barnes, Matthew Katz (phone), James Iacobellis, Bernadette Inskeep, Dr. Mary Alice Lee, Kimberly Martone for Jewel Mullen, Michael Michaud for Miriam Delphin-Rittmon, Dean Myshrall for Mark Raymond, Jean Rexford, Dr. Robert Scalettar, Robert Tessier, Joshua Wojcik for Kevin Lembo

**Members Absent**

James Wadleigh, Dr. Victor Villagra

**Other Participants**

Phyllis Hyman for Roderick Bremby, Joan Feldman, William Roberts, Robert Blundo, Frank Hoefling, Christen Orticari, Susan Rich-Bye

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**I. Call to Order and Introductions**

Dr. Tamim Ahmed called the meeting to order at 9:00 a.m. Members introduced themselves.

**II. Public Comment**

There was no public comment.

**III. Approval of March 4, 2015 Meeting Minutes**

Dr. Ahmed asked for a motion to approve the March 4 meeting minutes. **Bob Tessier made a motion to accept the minutes. Dean Myshrall seconded. Motion passed.**

**IV. Presentation of Proposed Data Security and Privacy Policies and Procedures for Amendments**

Dr. Robert Scalettar gave a brief summary of the May 8 Data Privacy and Security Subcommittee. Staff presented a draft document addressing data governance topics for the composition of Policies and Procedures amendments regarding the structure, membership composition, policies and procedures for the proposed Data Release Group, and other components of the data release process. During the meeting, members requested clarification on quorum requirements and gave feedback on stakeholder representation to include in the Data Release Group. In addition, members asked various questions in an effort to understand the APCD Advisory Group as an entity, in terms of whether it was a committee with equal standing of the AHCT Board or an advisory group created by an act of the legislature. Joan Feldman and William Roberts incorporated members' comments from the meeting in the updated iteration of the document, which was distributed to the APCD Advisory Group. Another version of the document, similar to the previous document iteration was forthcoming.

Ms. Feldman and Mr. Roberts reviewed the updated draft of the Data Security and Privacy Policies and Procedures amendments. Ms. Feldman explained that although the bylaws of the Exchange required that any committee of the Access Health CT Board of Directors have a specific board composition, the APCD Advisory Group was created by an act of the legislature and the policies and procedures did not clarify what the APCD Advisory Group was in relation to the AHCT Board. On this basis, the bylaws of the Exchange were not applicable to the APCD Advisory Group, or to its derivatives, as in the case of the Data Release Group. The Data Privacy and Security Subcommittee nor the APCD Advisory Group were expected by way of statute to create the Data Release Group, but were expected to advise on its creation. Therefore, the Data Release Group was not considered a subcommittee of either the APCD Advisory Group nor of the AHCT Board, which meant that it was not subject to the Exchange's Bylaws, as they related to committee structure and governance. Accordingly, the Data Release Group was not bound to the AHCT Bylaws Committee composition, representation, or quorum requirements. Based on comments and concerns raised during the May 8 meeting

regarding the potential for APCD staff to control votes, they were changed to non-voting members of the Data Release Group. The new version also adjusted the number of members from 11 to seven.

**Selection of Key Points from Member Deliberation:**

- Phyllis Hyman pointed out that the definition of APCD Personnel included contractors like the data aggregation vendor, and asked for more detail to clarify who gets what kinds of data in both the definition and Section (5)(c)(i) and (5)(c)(ii) about Disclosure of Data by APCD Personnel.
- In Section (6)(e)(i)(4)(b), Mr. Tessier was concerned that the word "reasonably" weakened the statement. Members agreed that Ms. Feldman's suggestion to remove this word resolved the issue.
- Joshua Wojcik asked that denied applications also be posted online, adjacent to a message explaining the application veto and rationale. Members agreed that this practice was practical and prevented biased deliberation.
- In Section (e)(iv) regarding the Opportunity for Resubmission of Data Release Application, members notified Ms. Feldman and Mr. Roberts that the term Executive Director needed to be changed to Chief Executive Officer for context consistency.
- Bernadette Inskeep opined that it would be interesting to learn how states and those who are given access to the data by the state, analyzed their data.
- Members discussed the Confidentiality Section [at 27:00 Bob S]. Application review sessions would be public wherein application deliberation, review, and approval or denial was open to the public as well.
- Dr. Mary Alice Lee asked for the rationale behind the CEO veto authority. Susan Rich-Bye explained that the CEO ultimately was liable if there was a problem because of a breached release. Ms. Inskeep added that this provision was common practice in other APCD Policy and Procedure document, to prevent liability issues; however, typically the CEO does not intervene.

**V. ED Update**

Dr. Ahmed gave an update on progress made in report development. Staff completed 40 percent of the technical details for the first 10 reports. Susan Rich-Bye explained that because a complete security audit was not done before the contract was signed, the audit in progress covered the required scope and included additional security verification assessments and testing as another layer of precautionary measures.

Dr. Ahmed introduced Ms. Inskeep, National Program Director of APCD Operations for United Healthcare, as a new member of the APCD Advisory Group. A recognized expert in the APCD field, Ms. Inskeep was actively engaged in the coordination of APCD data submissions and partnered with other states throughout APCD planning and development. In addition, she participated on multiple technical APCD advisory committees. Members were excited to welcome Ms. Inskeep to the group.

**VI. Overview of APCD Formative Research Findings and Preliminary Site Wireframes**

Stacy Robison, President and Co-Founder of Communicate Health, gave a presentation on the methods, findings and results of the formative research performed to inform the design of the preliminary APCD site wireframes. To ensure the website meets the unique needs of the healthcare consumer audience, Communicate Health conducted two focus groups to explore consumers' information needs and preferences. Additionally, an environmental scan of existing APCD public websites and other relevant health care or e-commerce comparison tools was performed. The environmental scan also included a survey of literature applicable to health care cost and quality data to consumers. Ms. Robison reviewed the findings and recommendations as part of a brief Formative Research Report. She explained that many consumers are overwhelmed when they have too many options to select from in their own health care research and assume that high health care value means high cost equals high quality.

Ms. Robison presented the preliminary site map, a first attempt at categorizing information to be housed in the website. The goal of the site was to put data in front of consumers and professionals in a way that would be valuable to them based on their health care information needs. Members were asked to advise on which home page design to implement. Members unanimously agreed on the first option. Members recommended changing For Researchers to For Professionals on the top navigation. Members were in agreement with the proposed change.

**VII. Demo of Preliminary Consumer Decision Support Application Wireframes**

Dr. Ahmed presented a demo of a new cost calculator tool, developed to enable consumers the opportunity to find their expected out-of-pocket costs. The consumer decision support (CDS) tool translates the demographic and health condition information that the consumer enters and calculates projected out of pocket cost estimates for each on-exchange plan that the user may have as an option. Dr. Mary Alice Lee said that Medicaid and CHIPS rules did not seem to be incorporated into the projections in their entirety. Dr. Ahmed suggested that he and staff would look into the concern regarding the integration of Medicaid further. He then explained that the prototype was only programmed to reflect one case example. The screens show visual elements only and do not implement any business logic or the business rules for the system.

**VIII. Next Steps**

Dr. Scalettar recommended that the changes discussed during the meeting be made, and then recirculated to the APCD Advisory Group. The document would then be voted on by the AHCT Board of Directors. Mr. Tessier explained that the recently passed Bill 811 gave specific direction on the kinds of health data transparency to be made available to consumers via a website. He asked for staff to put together a summary of the strategic guidance from the Bill to help inform website and reporting conceptual design and functional decisions.

**IX. Future Meetings**

The next regular meeting of the APCD Advisory Group was scheduled for August 13th from 9:00 to 11:00 a.m.

**I. Adjournment**

**Dr. Ahmed asked for a motion to adjourn the meeting. Ms. Rexford motioned. Demian Fontanella seconded. Motion passed unanimously. Meeting adjourned at 11:00 a.m.**