

**Group Agreements (Communication & Meetings)**

- Communication: agreed to use Yammer for time being
  - Other options discussed: Basecamp, SharePoint, Box
- Meetings: Continue to meet in-person quarterly
  - Technology list will be synced quarterly at next meeting and organically via Yammer
  - Next meeting topics: Predictive analytics; one organization presents implementation process or best practice

**Next Steps**

- SNI to work on Mission & Vision and present at next in-person meeting
- Each Task Force (Staffing, Data Definition, Procurement) to present recommendations at next in-person meeting
- August/September: SNI will coordinate another in-person CIO/CMIO convening. Expect a save-the-date soon
- December 2-4, 2015: SNI to host a Q4 in-person CIO/CMIO convening at the 2015 CAPH/SNI Annual Conference. Please save the date

**SNI Programs (Data/Information Governance & Peer Learning)**

- Data/Information Governance – SNI Support Program
  - Suggestion to rename “Information” rather than “Data” Governance
  - Opportunity for group to share the same initiative (e.g. DSRIP)
  - Cohort group options (geographic, assessment results, technology agnostic)
- Peer Learning Site Visit
  - CIO/CMIO Consultant Peer Review model (source: Dave, Alameda) – deliver consultant’s view of the world, including a meeting with the Board
  - “CIO/CMIO swap” model
  - “Product” information session (especially around Epic and Cerner)
    - 4 could highlight 2 different systems: Santa Clara & Contra Costa (Epic), Ventura & Los Angeles (Cerner)

**Next Steps**

- Mid June: SNI will host 2 webinars (same content) introducing the Information Governance SNI Support Program. These webinars will kick-off the assessment and program discussed at the meeting
- SNI to begin planning Peer Learning Site Visit; expect communication soon

**Staffing & Recruitment**

- Common need to develop and share education materials for HR
- Trainings: existing examples from the VA, HIMSS, and AMIA
- Success stories: San Mateo was able to get to <45 day cycle; Alameda has remote staff
- Brainstormed ideas to work on: job bank, sharing successes, a common minimum of requirements, create recommendations developed by group to share with stakeholders
- Specific things to share: Ventura model and SF training
- Other staffing resources include [AMIA](#) survey, [Gartner](#), [Advisory Board](#), [Foote Partners](#), [HIMSS](#) (registration may be required)

**Next Steps**

- SNI to convene staffing task force (Terry, Chad, Lee, Farhan, Felix) to discuss scope of work and next steps
- SNI to develop secure website for sharing documents, working with Eric to build structure

**Data (Definition & reports)**

- Importance of creating shared standards and data definitions and vocabulary
- Possible of using DSRIP as focus point, but to establish as a process rather than for specific measures (due to current negotiation process)

**Reports**

- Understand together: what data is in a report? What did we do operationally? What was the process of getting to a report (data, quality, issue troubleshooting)?
- Opportunity to chart out together elements we want to share

- Use case study of high utilizers as starting point (Contra Costa) to understand enterprise, quality and operational elements

#### Next Steps

- SNI to convene data definition taskforce (Rajiv, Albert, Eric, Vikram) to discuss scope of work and next steps

#### Procurement

- Opportunity to identify consultant overlap (for example: SF, Alameda, San Mateo)
- Need to share RFP, RFI, contract library
- Potential to develop a bank of language and questions for vendors
- Possible extension to other entities (potential model could be Riverside, with computer contracting)
- Idea of an inventory of contracts
- Group could develop a list of shared, basic requirements
- Importance of share EHR Implementation process (not only procurement)

#### Next Steps

- SNI will convene procurement taskforce (Winona, Bill, Tura, Farhan, Eric) to discuss scope of work and next steps
- SNI will develop secure website for sharing documents, working with Eric to build structure

#### Overall Discussion notes

- There is much overlap in the topic areas discussed via the Questionnaire
  - All are interdependent issues, but hard to determine which is foundational
  - Opportunity to batch more specific topics into: financial, data management, technology
- One added pain point should be financial impact (e.g. Meaningful Use or PQRS penalties, move to capitated environment)
- Another pain point to raise is change management
- Group shared issue of prioritization, and how C-suite, leadership and Board of Supervisors should be involved
- Importance of balancing mindset, toolset, skillset

#### Next Steps

- We also encourage you all to join and start posting to [Yammer](#). Contact [Winona](#) with any questions or request for an invitation.
- June: SNI to host a webinar introducing the **Data/Information Governance SNI Support Program**. This webinar will kick-off the assessment and program discussed at the meeting.
- August/September: SNI will coordinate another in-person CIO/CMIO convening. Expect an [invitation](#) soon.
- December 2-4, 2015: SNI to host a Q4 in-person CIO/CMIO convening at the 2015 CAPH/SNI Annual Conference. Please save the date!
- Document sharing was decided on as an 'easy win,' and time-sensitive for many. To help support your work, SNI is asking for the following documents, as soon as possible, but no later than [June 5, 2015](#); please send to [Abby Gonzalez](#):
  - RFIs, RFPs, SLAs, deliverables, job descriptions (currently in use, proposed use), any other you would consider helpful
  - Specific documents; Ventura staffing model, SF training program
  - Naming convention: SNI will rename in a standardized format, but if it is not clear what it is, please describe in 1-2 sentences
    - If it is DRAFT please mark clearly
  - If there is a specific narrative (i.e. "this is a successful format used") please include that as well
  - SNI will develop secure website for sharing documents, working with Eric Raffin (San Mateo) to build structure