



## Council, Committee or Workgroup Meeting Snapshot

### Meeting: Information Technology Council

**Date: January 20, 2021**

**ITC Attendees**

- MSNH - Forest Goodrich
- Bay – Brett Kish
- CEI – Joanne Holland
- Central – Brian McNeill
- Gratiot – Ginger Hanley
- Huron - Shannon Wichert
- Lifeways – Alexis Shapiro
- Montcalm – Terry Reihl
- Newaygo - Jay Hollinger
- Saginaw – AmyLou Douglas
- Shiawassee - Doug Meylan
- Right Door – Nathan Derusha
- Tuscola - Tammy Smith

**Guests**

- MSNH – Shyam Marar
- MSNH – Joseph Wager
- MSNH – Steve Grulke
- MSNH – Linda Proper
- Central – Jane Cole
- Central – Kevin Faught
- Gratiot – Alec Keck
- Newaygo – Jill McKay
- Right Door – Jill Carter
- Saginaw – Holli McGeshick
- Saginaw – Dave Dunham

#### KEY DISCUSSION TOPICS

- Approval of snapshot from December 2020
- MDHHS BH-TEDS compliance reporting FY20 and FY21
- EQI training update
- iDD questions from MDHHS and regional feedback
- BH-TEDS and Encounter reporting
- After hours support for operations  
Expectations for IT staff support outside normal business hours  
On-call procedure for IT staff and including compensation
- Other  
No CIO forum meeting to status  
ITC meeting for February will be call-in only

✓ **KEY DECISIONS**

- December 16 minutes approved. Any changes, please send to [jennifer.mccoy@midstatehealthnetwork.org](mailto:jennifer.mccoy@midstatehealthnetwork.org)
- Forest posted the final FY20 BH-TEDS compliance report from MDHHS out in BOX for ITC members to review. Shyam will post the individual missing records to the ftp site next week. Forest wanted to thank everyone for the extra effort to get the Q records to 97% and into compliance for year-end.
- Several ITC members attended the EQI training provided by Milliman and MDHHS. It was a high-level training and discussion, with several questions left unanswered. Nathan mentioned that he was hoping it would provide more clarification in areas that needed it.
- Forest posted the aggregate document with ITC feedback for MDHHS regarding iDD questions about BH-TEDS reporting. He mentioned that there has been no response from MDHHS yet and expects it to come in the next BH-TEDS workgroup meeting.

	<ul style="list-style-type: none"> <li>• Shyam reported that all year-end file processing is complete and current year processing is on track. No issues to report.</li> <li>• Brian had sent an email communication out to ITC members asking about after hours support and any procedures related to this process. He asked ITC members about their processes as it relates to the increase in remote workforce due to the pandemic. Forest called on each ITC member to share their current practices. There is a mix of “good will and/or expectation of the job” after hours support and several that have procedures and started to clearly define what is and is not expected. Joanne stated that CEI procedures do not cover personal devices or equipment. Some discussion occurred about printers and other peripheral equipment. ITC members will share any procedures amongst the ITC members. AmyLou will contact members that had controls in place like what she wants to implement. Others agreed. Brian was satisfied with the discussion and feedback and will use some information to help guide his processes.</li> <li>• There was no CIO forum meeting since the last ITC meeting so nothing to highlight.</li> <li>• Forest informed that February ITC meeting will be conference call only.</li> </ul>
<p>✓ <b>ACTION/INPUT REQUIRED</b></p>	<ul style="list-style-type: none"> <li>• Reminder: ITC members that received communication regarding BH-TEDS with treatment setting = 72 will review and submit valid discharge and admit records. Due by March 31, 2021.</li> </ul>
<p>✓ <b>KEY DATA POINTS/DATES</b></p>	<ul style="list-style-type: none"> <li>• ITC Meeting: February 17, 2021 1pm–3pm conference call only</li> <li>• CIO forum meeting: January 29, 2021 9am-11:30am Teams call</li> </ul>