

**REGION A HEALTH IT COMMUNITY COLLEGE CONSORTIUM – MEMBER COLLEGE MEETING****THURSDAY, Mar 17, 2011 2:00-3:15 pm PST****Conference Dial-In number: #559.546.1100****Participant Code: 862965#****NOTES**

Attended: Dorine Bennett; Cindy Brown; Jeffrey Brunz; Helen Andries Clarke; Jennifer Dalby; Patricia Dombrowski; Jamie Husher; Abdolreza Maftoun; Mary McMahon; Margaret Murphy; Sue Shibley; Carol Smedley; Anthony Valterra; Paul Wild

***Agenda Items******Discussion******Action***

- Year 2 Sub-Awards
- ARRA Reporting due April 5<sup>th</sup>

*Jeffrey*

As we power forward towards budget year 2, we need to complete some items to ensure a proper close, and to ensure necessary planning is in place prior to the April 1<sup>st</sup> start. With this in mind, please be prepared to deliver the following:

1. Expect your year 2 sub-award on March 22<sup>nd</sup>. This cooperative agreement pertains to your year 2 budget only. Please sign, date, and return (via email) no later than March 31, 2011.
2. Continuance of the cooperative agreement is dependent upon performance toward grants goals. So that we may accurately measure progress, next week, I will provide you will a template to formally document your quarterly milestones. Thanks to those that began this activity some time ago; It will definitely assist in filing out the template. Please return this document no later than March 31<sup>st</sup>. This template is a great way to plan for the upcoming year!
3. For those managing sub-recipient institutions, please email me a copy of your fully executed agreement(s) for year 2 no later than March 31<sup>st</sup>. Be sure to provide the most recent budget and highlight if any revisions occurred in year 1 and/or year 2. Remember...ONC approval is required if funds are *shifted to or re-budgeted from* tuition assistance. Let me know if you encounter this scenario and I will work with the ONC to get formal approval of this change.
4. The carryover request for year 1 funds has been submitted to the ONC. I expect to receive a decision sometime in April. At that time, we will provide a sub-award amendment to recipient institutions. I will

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|                                                                                                                                                                                                                    | <p>provide a budget that combines any carryover funds with your year 2 budget.</p> <ol style="list-style-type: none"><li>5. Can you believe it?! Another round of ARRA reporting is scheduled in April. Please email me your completed Finance Workbook, including JOBS DATA, no later than April 5, 2011. For those managing sub-recipient institutions, the roll-up process takes time, so be sure to begin collecting this data as soon as possible. There is no flexibility with the ARRA deadline so plan accordingly!</li><li>6. Please provide me with your accounting reports (Finance Workbook backup) as soon as you close April. Reimbursement will begin once these are received.</li><li>7. The deadline to submit an invoice for travel expenditures incurred while attending the HIMSS conference in Orlando is March 31<sup>st</sup>. These costs are being reimbursed from Bellevue’s budget so the invoice must be separate from your Finance Workbook.</li><li>8. Please email me time and effort monthly reporting for you and all year 1 personnel no later than March 31<sup>st</sup>. Going forward, in year 2, please provide these reports each time you submit your Finance Workbook.</li></ol> <p>Jeffrey will include carryover items in Y2 budget. ARRA reporting is due April 5, this deadline is not flexible. Deadline is Mar 31<sup>st</sup> for reimbursement for HIMSS conference. This must be separate from the finance workbook-please include receipts.-We need to get this closed out. It will be difficult to reimburse otherwise.<br/>Please send Time &amp; Effort, it will be combined with workbook for Y2 and include Jobs data.</p> |  |
| <ul style="list-style-type: none"><li>• Marketing and employment efforts: local, regional and national<ul style="list-style-type: none"><li>○ Web presence</li><li>○ Linked-In</li></ul></li></ul> <p>Margaret</p> | <p>We are busy revamping our Region A (<a href="http://www.nwhit.org">www.nwhit.org</a>) site. Our regional LinkedIn site is getting a lot of interest (over 200)- we can set up subgroups by state. Anthony is managing the groups – there are 15 people waiting to join We hired a person to optimize our LinkedIn site. Students don’t really understand how professional it should look. We will record the session so it can be viewed later. Can include HIMSS but only for the length</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |

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|                                                                                                                                                                | <p>of the grant. We will ask HIMSS how that is going. The ONC is shining a spotlight on employment activities in each state. They are asking about career fairs etc. Sue has had 33 students join their subgroup. It has been useful.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |
| <ul style="list-style-type: none"> <li>• Year 2 ONC Monitoring Visits</li> <li>• Region A Meeting</li> <li>• Toolwire update</li> </ul> <p><i>Patricia</i></p> | <p>Early summer or late summer – will look at acct, finance, and projects. U of Chicago is funded to evaluate the CC program – also late spring or early summer. We will be talking to them and will have details for you soon. Focus groups with students and faculty and career counselors etc. will travel to BC as well as four other MCs. They are interested in talking to employers too.</p> <p>We would like to invite project leads to Bellevue near the end of the summer. Patricia would like you to look at your calendars – it will be for 3 days in late summer or early fall – please let her know if there are any dates that absolutely will not work for you. This will be paid for by the region.</p> <p>Toolwire: hosted web access to ONC EMR lab 7,8,&amp;11 components- 800 subscriptions/unique logons and 300 concurrent users<br/>100 subscriptions per college for the next year for \$5K for region (Region A is footing the bill) – if you need to go over 100 you can purchase for \$90 per student.<br/>Poll (Do you think this will be useful?): UT-maybe, ND-yes, SD-yes, CO-?, OR-yes, MT-?, WA-yes, ID-yes. It should take between 2 wks and 1 month to get set up. Instructors will not count against your 100 per college.</p> |  |
| <b>What else?</b>                                                                                                                                              | <p>Paul-Community Clinics- meaningful use- talking to REC want to use same terminology and structure courses with meaningful use in mind – adoption, assessment and implementation. OR medical associations and REC etc are interested in it. Symposia – have asked member association to fill out a survey to see if it will work for them.<br/><i>Next Region A Meeting <b>March 31</b>. Thanks!</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |