



**Integrated Population Health Data (iPHD) Project
Governing Board Meeting Minutes
March 23, 2018
1:00 PM EST**

iPHD Governing Board meeting convened in compliance with the New Jersey Open Public Meetings Act. The meeting was held at the New Jersey Department of Health (369 South Warren St., Trenton).

Board Members Present: Joel Cantor (Ex officio/ Non-voting, Director of Rutgers Center for State Health Policy), Rachel Hammond (Chair and Designee for the Commissioner of Health, Data Privacy Officer, NJ Department of Health), Rashmi Jain (Appointed- Big Data/Security Expert, Chair of Information Management and Business Analytics, Montclair State University), Ranjana Madhusudhan (Designee for the State Treasurer, Deputy Director of Revenue & Economic Analysis, NJ Department of the Treasury), Arundhati Mohankumar (Designee for Attorney General, Deputy Attorney General, Office of the Attorney General of NJ -Division of Law, Health and Human Services), Michele Norin (Ex officio, Chief Information Officer- Rutgers University), Natassia Rozario (Appointed- Consumer Advocate, Associate Counsel & Senior Director of External Affairs, Camden Coalition of Healthcare Providers)

Attendees: Catherine Brewster (NJ Housing and Mortgage Finance Agency), Margaret Koller (Rutgers Center for State Health Policy), Mark McNally (Counsel to the Board-Office of the Attorney General of New Jersey), Jose Nova (Rutgers Center for State Health Policy), John Palatucci (Rutgers Center for State Health Policy), and Eileen Troutman (NJ Department of Health)

Call to Order/Opening Remarks

- R. Hammond called the meeting to order at 1:12 PM with a quorum present.
- R. Hammond acknowledged that the meeting was being held in compliance with the 1975 NJ Open Public Meetings Act and that there was a November 9th, 2017 publication of meeting time and location in two NJ print publications (Newark Star Ledger and The Times of Trenton).
- R. Hammond and participants offered brief introductions.

General Updates

- R. Hammond provided an update on Board appointments. Assembly Speaker appointment is pending. The appointee will be an expert in human subjects research with a recommendation for Professor Janet Currie from Princeton University to fill that vacancy.
- R. Hammond welcomed the new ex officio member designee, Ranjana Madhusudhan, Deputy Director, Office of Economic Analysis, NJ Department of Treasury replacing Mark Miles.
- R. Hammond conveyed Commissioner Elnahal's charge to expedite the timeline for iPHD implementation.
- R. Hammond mentioned that the remaining policy requiring approval, iPHD Operations, which will be circulated prior to June 2018 meeting.

Review and Approve

December 18, 2017 Board Meeting Minutes

- R. Hammond asked for review and motion on minutes from December 18th meeting. Approved by subcommittee on January 17, 2018.
- R. Jain made a motion to approve the minutes. N. Rozario provided the second, and the minutes were approved unanimously.
- The approved minutes will appear on the Rutgers Center for State Health Policy website.

Discussion

Research Priorities Meeting

Draft Agenda

- J. Cantor led a discussion regarding content of the draft agenda for the Research Priorities Meeting and invitation list.
- Re: Format- R. Jain recommended that roundtable discussions be focused around specific topics.
- J. Cantor suggested two alternative formats 1) attendees identify topics/tables of interest at the time of registration or, 2) CSHP staff could assign individuals to specific topic tables.
- N. Rozario drew the distinction between "Choice Architecture" versus "Freedom/Creativity" to describe how best to stimulate the most fruitful brainstorming environment.
- R. Hammond proposed combining the two panel discussions in order to permit more time for roundtable discussions.

- N. Rozario suggested a state representative at each roundtable to speak to state priorities and possibly facilitate table conversations
- E. Troutman suggested a poster exhibit to show how other states/organizations have been successful with this type of data integration. Decided that idea might be ripe for second/subsequent Research Priority meetings.
- M. Koller suggested the possible dates of June 11, 12, or 13, 2018 for the Research Priorities Meeting with a capacity of 150 people.

Invitation List

- M. Koller reviewed the invitation list and asked for input on participant gaps.
- R. Jain asked if private sector and data architects should be included.
- C. Brewster recommended inviting representatives from NJ Department of Children & Families, NJ Department of Labor, and the NJ State Police.
- N. Rozario recommended funders including PEW Charitable Trust, NJ Futures, Center for Disease Control (CDC) and Centers for Medicare and Medicaid Services (CMS) regional offices, and the National Science Foundation (NSF).
- M. Koller solicited input from the Governing Board members re: additional invitees from academic institutions such as Montclair State University. M. Koller will reach out to each member individually for input.

Developing Research Consortium and Research Advisory Committee (RAC)

- J. Cantor & M. Koller reiterated the roles of the Research Consortium and Research Advisory Committee (RAC) as stated in the “Data Use and Access Policy.”
 - The Research Consortium will be made up of researchers from NJ academic institutions to facilitate actionable population health research and promote social science research. This group will promote the value of the iPHD from within the research community.
 - The RAC will serve as a resource to assist the iPHD Governing Board in reviewing the scientific merit and rigor of proposals, and to make non-binding recommendations to the Governing Board.

Adjournment

- Motion to adjourn, R. Madhusudhan and Michele Norin provided the second. Meeting was adjourned at 2:22 PM.

Next Meeting- June 22, 2018, 1:00-3:00 pm