



**Integrated Population Health Data (iPHD) Project  
Governing Board Meeting Minutes  
July 9, 2021**

**1:00 PM-2:30 PM EST**

*iPHD Governing Board meeting convened in compliance with the New Jersey Open Public Meetings Act. All participants attended the meeting virtually due to the Covid-19 pandemic restrictions.*

**Board Members Present:**

Rachel Hammond (Chair and Designee for the Commissioner of Health Data Privacy Officer, NJ Department of Health), Francis Baker (Ex officio/Designee for the NJ Attorney General, Deputy Attorney General, NJ Office of the Attorney General), Greg Woods (Ex officio/Designee for the NJ Commissioner of Human Services, Chief Innovation Officer, Division of Medical Assistance and Health Services Department of Human Services), Joel Cantor (Ex officio/ Non-voting, Director of Rutgers Center for State Health Policy), Rashmi Jain (Appointed- Big Data/Security Expert, Chair of Information Management and Business Analytics, Montclair State University), Kathleen Noonan (Appointed- Chief Executive Officer, Camden Coalition of Healthcare Providers), Michele Norin (Ex officio, Chief Information Officer- Rutgers University), and Janet Currie (Appointed- Human Subjects Research Expert, Professor of Economics and Policy Affairs, Princeton University)

**Attendees:**

Margaret Koller (Rutgers Center for State Health Policy), Mark McNally (NJ Office of the Attorney General), Suzanne Borys (Division of Mental Health & Addiction Services), Tim Seplaki (NJ Department of Health), Darrin Goldman (NJ Department of Health), Christine Campbell (Office of Information Technology), Barbara Bolden (NJ Department of Health), Jody Ruiu (NJ Department of Health), Natassia Rozario (NJ Department of Health), Bretta Jacquemin (NJ Department of Health), Bhavani Sathya (NJ Department of Health), Jose Nova (Rutgers Center for State Health Policy), Oliver Lontok (Rutgers Center for State Health Policy), Jolene Chou (Rutgers Center for State Health Policy), and Manisha Agrawal (Rutgers Center for State Health Policy)

## **Call to Order/Opening Remarks**

- R. Hammond called the meeting to order at 1:10 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 publication of meeting time and location in two NJ print publications (Newark Star Ledger and The Times of Trenton), and on the new iPHD website. Information regarding transition from an in-person to virtual meeting due to the Covid-19 pandemic was posted in the publications and on the iPHD website.

## **General Updates/Actions**

### *Updates from the Chair*

- R Hammond mentioned that public health emergency ended on June 4<sup>th</sup>. Further, some administrative orders and directives were extended until January 2022.
- R. Hammond mentioned that R. Bartolone, the Treasurer's designee, moved to a new position in the Governor's office. She will reach out to the Treasurer's office for a new member to fill that vacancy.
- R. Hammond said that the MOA modification and the DUA are in the final stages. The DUA was approved by the AG's office and Rutgers is working on the final language. She added that the DUA is expected to be signed before the end of the year. M. Koller thanked M. Norin for her review and confirming appropriate language to describe the University's security compliance.
- R. Hammond mentioned that additional \$400,000 is available to support iPHD for fiscal year 2022 (in addition to the \$400,000 in FY 21 funding). She thanked N. Rozario for facilitating additional funds.
- R. Hammond proposed changing the meeting schedule to two meetings (instead of 1) for the second half of the year. CSHP will schedule the first meeting in September and the second meeting in November and repost the public meeting announcement.

### *Meeting Minutes*

- R. Hammond requested board members review the April 9, 2021 Governing Board meeting minutes (approved by Minutes Subcommittee on May 17, 2021).
- J. Currie made a motion to approve the April meeting minutes. R. Jain provided the second and, upon roll call, the minutes were approved unanimously.

### *Research Advisory Committee (RAC) invitations*

- J. Cantor thanked Board members for their suggestions for RAC.
- J. Cantor said that CSHP reached out to many experts in the field and have acceptances from a mix of in-state and out-of-state experts in a variety of disciplines. Currently, RAC members are organized by the expertise identified in their CVs.
- J. Cantor added CSHP will schedule two orientation sessions for the RAC members in the late summer.
- M. Koller thanked DOH members for agreeing to participate. She added that CSHP is planning a short survey of RAC members so that they can share their capacity and their interests.
- M. Koller said she reached out to former DOH Commissioner Elhanal to solicit recommendations for RAC members from University Hospital. He suggested Dr. Chris Pernell (Chief Strategic Integration and Health Equity Officer) who then also reached out to Dr. Mark Einstein (Professor and Chair, Department of OB/GYN & Women's Health) to participate on the RAC.

### **Discussion**

#### *Updated Program Documents*

##### ❖ Bylaws

- J. Cantor mentioned that the edits reflect the current structure of the RAC so that it is not limited to New Jersey reviewers.
- R. Jain said that the language seems consistent with the earlier conversations at the Board meeting.
- G. Woods made a motion to approve the edits. K. Noonan provided the second and, upon roll call, the edits to the Bylaws were approved unanimously.

##### ❖ Acceptable Use Guidelines

- J. Cantor highlighted the edits in the document. Specific changes were around handling of applications that do not fit within the approved research priorities.
- R. Jain and M. Norin questioned the change in header for the Section 2.3 (changed from “Aggregated Data” to “Release of Data”). J. Cantor clarified that the aggregate data can only be released if it complies with the HIPPA rules.

- R. Hammond said that the legislation permits release of only de-identified data whenever possible.
- R. Jain made a motion to approve the changes. J. Currie provided the second and, upon roll call, the Acceptable Use Guidelines changes were approved unanimously.

#### ❖ Data Use and Access Policy

- J. Cantor identified some inconsistencies in the citation of federal regulations between the Data Use and Access Policy and the DUA.
- M. Norin suggested to share the language in both documents for comparison.
- J. Cantor said CSHP will compare and check the citations and the language in the two documents and circulate to the Board.
- J. Cantor mentioned that an NIH data core doesn't exist, but rather, the iPHD fee schedule will follow the NIH core facility principles. A link to the NIH page was added.
- J. Cantor clarified edits for other sections:
  - Section 2.2.2.4 regarding data release criteria. R. Hammond responded that this is a good clarification so that researchers are not required to come back to the agencies for approval of each dataset that is being used.
  - Section 2.3.2 referencing that the iPHD fee schedule will be derived using NIH "Core Facilities" guidance and has to be approved by the Board.
  - Section 2.3.9 regarding reporting requirements if there is a breach. M. Norin clarified that it is just a notification and not resolution.
  - Corrected section 2.3.10 that copies of IRB are not required at the time of the annual report.
- R. Hammond suggested scheduling a legal subcommittee meeting in August to review the 45 CFR citations used in the Acceptable Use Guidelines and the Data Use and Access Policy. They will then be recirculated again in advance of the September meeting.

#### *Potential Wave 2 Datasets*

- R. Hammond said that we have to start thinking about additional datasets to bring to the iPHD:
  - Medicaid
  - Immunization in relation to COVID and other public health emergencies

- COVID testing data
  - Social services
- J. Currie suggested unemployment insurance records-looking at impact of unemployment on other outcomes.
- J. Cantor mentioned ongoing conversations with colleagues at the Rutgers (Heldrich Center) who have access to unemployment records and wage records. Very rich data.
- S. Borys mentioned New Jersey Substance Abuse Monitoring System (NJSAMS) dataset.
- J. Currie asked about data on licensing of substance use facilities. S. Borys responded that they receive monthly data for licensed providers in New Jersey. Data is for any agency that provides SUD treatment and is licensed by CMS.
- S. Borys mentioned that Medicaid has a list of office-based addiction treatment (OBAT) providers. It is unclear how to get the list. Many physicians prescribing buprenorphine do not accept Medicaid. NJ has two OBAT Centers of Excellence and they accept Medicaid.
- G. Woods asked if SAMSHA has a list of “waivered” providers. S. Borys responded that many don’t provide buprenorphine. J. Currie said that oversight is very patchwork and the threshold for a facility to be a provider is not clear.
- G. Woods said that he had a brief conversation with J. Cantor and M. Koller and he supportive of moving Medicaid forward as the next dataset to bring to the iPHD.
- S. Borys asked about client consent for sharing the information. G. Woods responded that Medicaid data does have specific privacy rules. However, for the purpose of the iPHD project, there are options that would permit its inclusion.
- R. Hammond asked G. Woods if he is comfortable moving forward with the vote.
- G. Woods made a motion to approve exploration of bringing the Medicaid data to the iPHD. J. Currie provided the second and, upon roll call, all Board members consented unanimously.
- S. Borys asked about Homeless Management Information System (HMIS) dataset. J. Cantor responded that CSHP is currently working on linking the HMIS data with Medicaid for a different project.
- K. Noonan asked if there will be a capacity issue for iPHD. J. Cantor responded that current capacity exists for handling the work. If needed, additional staff will be added. It needs to be a stepwise process. M. Koller added that CSHP hired one

data analyst (started July 1<sup>st</sup>) for iPHD. Additional funding will allow capacity building.

### *Fee Schedule*

- R. Hammond said that the final goal for iPHD is to become self-sustaining. Additional funding may help in reducing fees.
- J. Cantor said that fee schedule has to be approved by the Board. He added that the goal is to be transparent and the final cost and expenses and the fees charged need to breakeven.
- J. Currie said that it would be helpful to see a detailed projected annual budget for the post-launch iPHD that includes fee structure.
- K. Noonan asked what will be the annual operating budget. J. Cantor responded that based on the current assumptions it will be around \$600,000/year. K. Noonan said that \$600, 000 is a hefty number to be supported by 20 projects. Need to reconsider the messaging that the iPHD can be “self-sustaining”.
- R. Jain said a large amount of money will be spent on obtaining data. We need to create that awareness. State institutions/universities offer competitive prices compared to other federal or private sources.
- J. Currie said market rates for obtaining data is outrageous. Data available through iPHD will be high quality and substantially less expensive with additional value added.
- K. Noonan said clarity is important and the Board should be thinking about:
  - What is the cost for the researcher?
  - What it means?
  - What potentially needs to be subsidized?
- R. Jain added that preparing appropriate messaging will be very important so that it is perceived positively by the target research community.
- M. Koller responded that FAQs on fee schedule and research consortium will be added to the website.

### *Research Consortium*

- M. Koller said that with the DUA in the home stretch, we need to start planning for the research consortium. Tentative plan is to convene in fall. She added that plan is to build off the 2018 research priority meeting participant list and add other academic colleagues. The meeting will be virtual and that will help broaden

the invitation. Agenda for the meeting will be discussed in the September Board meeting.

**The open session of the Governing Board meeting was adjourned to executive session at 2:47 pm.**

- K. Noonan made a motion to adjourn.
- M. Norin offered a second.
- Unanimous vote to adjourn the open session.

Executive session was concluded at 3:05 pm with an immediate vote taken to adjourn the meeting.

- J. Currie made a motion to adjourn.
- R. Jain offered a second.
- Unanimous vote to adjourn the meeting.