



# Health Information and Analysis Oversight Council Administration & Finance Committee

Executive Office for Administration and Finance  
State House Room 373, Boston, MA  
February 27, 2018 9:30 AM

## **MEETING MINUTES**

Present were Elizabeth Denniston (designee of Secretary Michael Heffernan), Fay Donohue, Lauren Peters (designee of Secretary Marylou Sudders) David Seltz, and CHIA Executive Director Ray Campbell (participating via phone).

Noting the presence of a quorum, Ms. Denniston called the meeting to order at 9:38 a.m.

Ms. Denniston requested a motion to approve meeting minutes from November 15. Mr. Seltz made a motion to approve the minutes, which Ms. Peters duly seconded. The Committee unanimously voted to approve the minutes. Ms. Denniston then requested a motion to approve meeting minutes from September 11, which had not been voted on at the prior Committee meeting. Mr. Seltz made a motion to approve the minutes, which Ms. Peters duly seconded. The Committee unanimously voted to approve the minutes.

Mr. Campbell led the Committee through a conversation on CHIA's fiscal year 2018 budget. He explained that the two most notable changes from the previous quarter were a decrease in payroll, which was the result of conscious attempts to limit hiring, and non-payroll IT, which declined as the department shifted some of its spending to capital funds. Capital eligible projects, Mr. Campbell added, included finishing APCD Release 6.0, which required enhancements and modifications to the data platform. A brief discussion followed. Mr. Seltz asked for additional detail on CHIA's total operations, accounting for capital funds and retained revenues. Ms. Donohue requested a presentation of the original fiscal year budget with changes over time.

Mr. Campbell then provided an overview of CHIA's anticipated FY19 budget. He explained that CHIA's FY19 maintenance budget submission did not account for a pending capital funding request necessary for the completion of the APCD. A brief discussion followed. Ms. Donohue and Mr. Seltz reiterated their earlier request for additional budgetary details, including accounting for planned FY19 capital spending. Ms. Peters indicated that she would like CHIA to provide an evaluation of the costs associated with implementing relevant provisions of the senate health care bill, in order to ensure that potential budget implications are accounted for.

There being no other business to discuss, the meeting was adjourned.