

Gateway ESSENCE Operations Council (GEOC)
January 26, 2007
Meeting Minutes

Present: David Noe, Pat Giacin, Shanica Alexander, Debra Lueckerath, Maranda Witherspoon, Mischa Hopson, Emily Ostmann, Cindy Butler, Bridgette Collins, Gaylene Dunn, Nancy Gemeinhart, Chris Zirges, Tony Russo, Alison Tucker, Deb Stephens, Hilda Adams, George Turabelidze, Chae Li Yong, and Kristy Baumgart

Chae Li opened the GEOC meeting. Introductions were made and the meeting minutes from 12/15/06 were approved by all.

The group briefly discussed the IL hospital ESSENCE demo. Feedback was very positive.

Hilda gave an update. The meeting to achieve EWG approval to spend funds and contract out will be 1/31/07. Initial feedback is positive. Hilda confirmed data field requests: freeze panes/headings, DOB, no deaths, no SSN, no business phone number, no FIP codes, etc.

Hilda described UASI 07 application process. The group decided which items to apply for funding in preference order:

1. Sustainment costs to the state of MO at \$13K/year for 3 years
2. Adding OTC data, specifically Schnucks, with whom some connections have been made
3. Ambulatory Care Centers—including urgent care and large doc groups
4. Data back-up with another UASI region (Indiana or Cook County, IL)

A small workgroup was recruited to put together the justification for the STARRS/UASI 07 application. Due date for justification to state is 3/15/07; however, public health committee chairs need information by 2/5/07.

Kristy encouraged the group to submit abstracts to annual APHA meeting in Washington D.C. in November. Abstracts are due 2/5/07.

Gateway ESSENCE Operations Council (GEOC)
February 23, 2007
Meeting Minutes

Present: Hilda Adams, Shanica Alexander, Debra Lueckerath, Maranda Witherspoon, Mischa Hopson, Emily Ostmann, Cindy Butler, Gaylene Dunn, Marsha Wild, George Turabelidze, David Noe, Patrick Behnke, Chae Li Yong, and Kristy Baumgart

Chae Li opened the GEOC meeting. Introductions were made and the meeting minutes from January 2007 were approved by all.

The group discussed moving meetings to every other month while things are in the contracts phase. The 4th Friday of each month will be kept open if something comes up. The next meeting is scheduled for 4/27/07. We also plan on ending the future meetings at 11:30 AM instead of noon.

Kristy briefly discussed the UASI 07 application. GEOC is applying for 8 additional data sources and sustainment costs, which puts the GEOC application of funds around \$220K. Maranda volunteered to work with Bridgette Collins on recruiting a major grocery store chain for OTC data. They should have an update by the April meeting.

The new “to-do” list, adapted from MDHSS was revealed and the group approved of its use. Hilda gave an update regarding contracts. ITSD is now stating that approval to share the data needs to come from MDHSS. Hilda drafted a scope of work and submitted it to MDHSS. The scope of work for the IL hospitals is finished and the STARRS fiscal unit has a template set up for the DSA legal review. Maggie from STARRS is reviewing the contract with APL and Hilda is waiting for detailed cost estimates for APL.

Because the MO state reporting rule for syndromic surveillance states that the health authority must contact the healthcare provider before the health authority personally contacts patients identified as cases in a cluster by ESSENCE, Hilda proposed that each LHD/LPHA submit to her a written protocol for how their respective departments intend to notify the healthcare provider prior to interviewing patients. GEOC had discussed previously that if a patient of one jurisdiction was seen at a hospital in another jurisdiction, the LHD/LPHA would contact the LHD/LPHA where the hospital is located to inquire and/or collaborate before contacting that patient. While having a written protocol is not “mandated” by the state, GEOC felt it would demonstrate to MODHSS the level of thought and consideration that has gone into our regional system. Each LHD/LPHA still has the autonomy to handle their internal investigations as they deem necessary; however, careful consideration should be taken when handling out-of-jurisdictional syndromic surveillance data.

GEOC discussed the time line for potential data sources. We briefly discussed poison control center and physician office data.

There is NO MEETING for 3/23/07. The next GEOC meeting will be 4/27/07.

Gateway ESSENCE Operations Council (GEOC)
April, 2007
Meeting Minutes

Present: Hilda Adams, Debra Lueckerath, Mischa Hopson, Emily Ostmann, Cindy Butler, Gaylene Dunn, Marsha Wild, David Noe, Patrick Behnke, Chris Zirges, Tony Russo, Deb Stephens, Alison Tucker, Chae Li Yong, and Kristy Baumgart

Chae Li opened the GEOC meeting. Cindy moved to accept the February minutes with edits and all approved.

Chae Li briefly went over the “to do” list. Chae Li mentioned the conference call between IDPH and the Illinois local health department administrators. The administrators will feel more comfortable pursuing Gateway ESSENCE with IDPH’s support. Kristy briefed the members regarding MDHSS. Kristy and Hilda hope to schedule a meeting with all the MDHSS players (Amy, Aaron, and General Counsel) and with Maggie Hales (STARRS legal counsel) soon. The goal is to clarify any questions GC may have in regards to the project and have the contract terms discussed. Kristy and Hilda hope to have the meeting scheduled for early May.

The group agreed to table any additional data source discussions until after the UASI 07 award amount is known. The group strongly agreed that focusing on contracts is the top priority of GEOC.

Chae Li asked the group about preferred communication methods between GEOC chairs, members, and STARRS. Emily suggested using the STARRS web portal and everyone liked the idea. The group also likes receiving emails about new information and the co-chairs will continue to send group messages.

Kristy asked the group their feelings on drafting “protocols” or thoughts on how to operate Gateway ESSENCE from a regional perspective. Everyone agreed that maintaining LPHA/LHD autonomy to decide for each county is a priority. Regionally, it was discussed the trouble of creating weekend/holiday rotations. Mischa offered to use the St. Louis County liaison “working” protocol as a base for a regional protocol. Hilda mentioned the importance of using systems that are currently in place in health departments in dealing with reportable conditions and/or outbreaks. She also mentioned that the National Capital Region has a document on defining investigations and she will place it on the web portal.

Hilda then handed out a special update regarding issues for both IL and MO. Hilda mentioned that Gil Copley (director for St. Charles DOH) has drafted a letter on behalf of the MO LPHA directors. The letter defines the role of STARRS and expresses the desire to get the project moving. This letter should be sent to MDHSS on 4/30/07. Hilda and Chae Li then described some of the specific concerns IDPH and Illinois local health department administrators had. Hilda wants to provide additional information to counter

some of the concerns. Mischa and Emily volunteered to gather data/information on their experiences with MO ESSENCE. Estimates of length of time to investigate flags will be included. Marsha volunteered to create a “briefing” paper that describes the “wish list” of how members hope the system will run regionally. Marsha will use the original protocol that members had created in 2006 as her model. Kristy volunteered to do a systematic literature review of the effectiveness of syndromic surveillance systems. Hilda would like to have all the information gathered before the next GEOC meeting on 5/25/07.

Gateway ESSENCE Operations Council (GEOC)
June 22, 2007
Meeting Minutes

Present: Hilda Adams, Emily Ostmann, Cindy Butler, Deb Stephens, Alison Tucker, Maranda Witherspoon, Shanica Washington, Gaylene Dunn, Chae Li Yong, and Kristy Baumgart

Chae Li opened the GEOC meeting. Meeting minutes from May 2007 were approved by all.

We went over the following items for the To-List:

IL update: LHD and IDPH concerns were discussed. IDPH is now interested in meeting with STARRS and current ESSENCE users. There will be a conference call on July 12. Hilda, Kristy, and possibly Cindy will join in. Hilda will ask Cindy Noa ahead of time if Cindy Butler can join the call as an accomplished user. Their main concerns are: HIPAA and getting named data, IL data crossing state lines and being housed in MO, confusing the issue between reportable diagnoses and syndromes, the role of STARRS, liability issues if an alert is not investigated, and hospital commitment. All concerns will be addressed on July 12.

MO update: Hilda and Kristy spoke with ITSD about contracting directly with ITSD. They plan to get back to Hilda during week of 6/25. Hilda plans to speak with Glenda Miller after having trouble contacting general counsel. Hilda confirmed that it costs \$90K/year for DataTel to host the VEOC. This supports GEOC's decision to send all the data to ITSD/DHSS.

UASI: Ad Hoc committee will rank projects for region. Everyone is to email their priority list to Hope. Award will be announced July 3. ESSENCE is broken in to 2 parts: Sustainment and Expansion.

APL: EWG fiscal does not like wording of contract. APL wants to bill by average hourly rate. Contract continues to be worked on by both sides.

Hilda did a Virtual EOC demo. Showed the STARRS Health workgroup and how to read/post messages in the Library

Abstract to APHA was selected for a poster presentation at the annual meeting in Washington DC in November. Kristy will recruit willing helpers in July/August to put together poster.

*****Next Meeting scheduled for July 27. May be canceled ahead of time if no news; however, emergency conference call may be scheduled once UASI award is announced.**

Gateway ESSENCE Operations Council (GEOC)
July 27, 2007
Meeting Minutes

Present: Shanica Alexander, Maranda Witherspoon, Alison Tucker, Cindy Butler, Marsha Wild, George Turabelidze, Tony Russo, David Noe, Gaylene Dunn, Chae Li Yong, and Kristy Baumgart

Kristy opened the meeting. Meeting minutes from June 22, 2007 were approved by all.

Kristy announced that she is moving to TX next month. **Congratulations!**

We went over the following items for the To-List:

- APL and STARRS are still working on contract.
- Hilda is to schedule a meeting with MO's General Counsel when she returns.
- Discussed conference call with IDPH, Hilda, Kristy, and IL LHDs.
- Hilda is working with Belleville Memorial regarding the DSA.
- MO-ITSD needs MDHSS approval to go forward.

Kristy announced that the UASI award was \$9.26 million for the region. GEOC has reduced their request to ask only ESSENCE sustainment costs which is \$45,000.

GEOC agreed to have Kristy withdraw the ESSENCE poster from APHA as it was her abstract.

With Kristy's departure, the Public Health Committee will open the floor for nominations of the MO GEOC co-chair. GEOC will also be accepting nominations. Please email Chae Li Yong at clyong@co.madison.il.us with your nominations by Thursday, August 23rd.

The next meeting is Friday, August 24.

Gateway ESSENCE Operations Council (GEOC)
August 24, 2007
Meeting Minutes

Present: Hilda Adams, Shanica Alexander, Patrick Behnke, Gaylene Dunn, Debra Leuckerath, Emily Ostmann, Debra Stephens, Chris Zirges, Eleanor Peters, Alison Tucker, Cindy Butler, Tony Russo, David Noe, Marsha Wild, Chae Li Yong, and Kristy Baumgart, George Turabelidze

Kristy opened the meeting. Meeting minutes from July 27, 2007 were approved by all.

Discussed GEOC's meeting with MDHSS, ITSD and OGC on August 14, 2007. Hilda followed up with call to ITSD. Maggie will follow up with OGC.

Hilda gave update on APL contract. We took money out of APL contract to defer it in case ITSD needs more money which was implied at the 8/14/07 meeting. Contract is almost ready for signing.

Chae Li gave update on IDPH status. They are still waiting for Legal's response.

Hilda gave update on Illinois local health departments. Tom Byrne was asked to write a letter to IDPH (on behalf of St. Clair County) asking for epi resources. Belleville Memorial is willing to go forward with aggregate data now.

Kristy talked about the current status of UASI 2007. During PH Cmte meeting, Nick said there's this new communication grant that might be available for the microwave towers. This would free up \$3.1 million for UASI 2007 budget. Microwave towers had been allotted \$3.2 million in the UASI 2006. This has the potential to free up funding for public health and hospital initiatives. Ad Hoc Committee will meet in October.

UASI 2008 application will be out in November 2007.

MO co-chair – several people have been nominated and have declined. We need more nominations.

The next meeting is Friday, September 28, 2007.

Gateway ESSENCE Operations Council (GEOC)
September 28, 2007
Meeting Minutes

Present: Hilda Adams, Shanica Alexander, Debra Lueckerath, Emily Ostmann, Cindy Butler, Tony Russo, David Noe, Pat Giacini, Maranda Witherspoon, Chae Li Yong

Chae Li opened the meeting. Meeting minutes from August 24, 2007 were approved by all.

Chae Li announced that Shanica Alexander agreed to the nomination of MO co-chair for GEOC. It will become official after Public Health Committee announces it via email.

We discussed the various items on the “to do” list.

MO LPHAs – Directors of LPHAs are supposed to meet with MDHSS on 10/12. GEOC asked Hilda to prepare a fact sheet for the directors on the assessment of the MDHSS alternate system.

MDHSS – After our 8/14 meeting, we agreed to a conference call on 8/31. During that call, MDHSS suggested a multi-state system with IL being a pilot under MO’s current ESSENCE system. Cindy and Hilda are working with APL to see if that can be done. Nick contacted Paul Fennewald, MO Dept of Homeland Security Coordinator, for advice and clarification regarding the use of UASI funds to expand a state system. GEOC is scheduled to meet with MDHSS on 10/19/07.

IDPH – Hilda will send out the DSA to IDPH with the new indemnification clause they requested.

APL contract – While it is ready, we are not implementing the contract until we find out what happens with MDHSS and the hosting of the data.

Chae Li announced that the Advisory Council approved the \$39,000 (from UASI 2007) for sustainment costs. Now, we are waiting for the Board’s approval.

The next meeting is Friday, October 26, 2007.

Gateway ESSENCE Operations Council (GEOC)
October 26, 2007
Meeting Minutes

Commencement Time: 9:34AM

Present: Hilda Adams, Shanica Alexander, Emily Ostmann, Cindy Butler, Gaylene Dunn, Debra Lueckerath, David Noe, Tony Russo, Debra Stephens, Alison Tucker, Patrick Behnke, Chae Li Yong, and Eleanor Peters

Chae Li opened the GEOC meeting. Meeting minutes from September 2007 were approved by all.

We did not go over the monthly To-Do list

Chae Li, Shanica, Cindy and Hilda provided clarifications to concerns from minutes regarding the October 19, 2007 meeting with DHSS in Jefferson City, MO:

- update on LPHAs named data requests: possible policy criteria for requesting named data
- update on ESSENCE regional view: inclusion of UASI counties in a regional view of ESSENCE
- update on DHSS and IDPH communication: DHSS continues to move forward with contacting IDPH to establish a data sharing agreement for ESSENCE.

Cindy Butler gave the suggestion to use some UASI funds to upgrade the hospitals that currently send batch uploads to ESSENCE. The upgrade will allow these hospitals to send real-time uploads.

Some concern that the Illinois hospitals may reduce the time of data analysis and result in later ESSENCE data uploads.

Next GEOC Meeting: 11/16/07

The future GEOC meetings were approved: 1/25/08, 2/22/08, 3/28/08, 4/25/08, 5/23/08, and 6/27/08

Adjournment Time: 10:32AM

Gateway ESSENCE Operations Council (GEOC)
November 16, 2007
Meeting Minutes

Present: Shanica Alexander, Emily Ostmann, Debra Stephens, Alison Tucker, Chae Li Yong, Maranda Witherspoon

Shanica opened the meeting. Meeting minutes from October 26 were approved by all.

We discussed the letter and attachments which were received from MDHSS on 11/15/07. MDHSS wants IL LHDs and Hospitals to follow the HESS rule. The information did not include a scope of work, costs or a timeline.

IDPH has internal meeting today. After that meeting, IDPH is supposed to contact DHSS.

GEOC's suggestion for Name Data Policy:

Criteria for requesting additional information (names, DOB, address, phone) from ESSENCE:

**State of emergency has been declared or
Clusters (discussed and approved with a Senior Epi or Medical Epi)
DSR should respond to the requestor within one hour of the initial call.
Update named data through course of the investigation.**

The next meeting is Friday, December 14, 2007. PLEASE BRING A TREAT TO SHARE!