

**AUC Executive Committee
Meeting Minutes – November 7, 2016**

Agenda Item	Discussion
A. Meeting to order – Tony Rinkenberger	Tony convened today’s meeting.
B. Anti-trust statement	Tony reminded members to be mindful of the AUC anti-trust statement during discussions.
C. Approve October 3, 2016 meeting notes	Motion made and seconded. Minutes approved.
D. Updates/Old business	
<ol style="list-style-type: none"> 1. Update – Companion guides maintenance – 837D 2. Update – Publication of continued exemption of 270/271 for non-HIPAA entities 3. Update - Healthcare Financial Management Association Regulatory Conference presentation 4. TAG and SBAR update <ol style="list-style-type: none"> a. Planning and priorities 	<ol style="list-style-type: none"> 1. Judy reported that the 837D adopted rule is currently with MDH Executive Office and publication is targeted for November 28 in the Minnesota State Register. 2. Judy reported that the continued exemption of the 270/271 will be published in November 28 issue of the Minnesota State Register. 3. Tony reported he and Dave presented at the HFMA last Thursday, November 3. When asked, about one third of conference attendees was aware of AUC. Their presentation informed the conferees who we are and our history; provided examples of what the AUC does; and listed our accomplishments and recognition for our work. Tony stated that they also took the opportunity to tell people the AUC needed a provider co-chair for 2017 and invited a provider to feel free to volunteer. Tony further stated that although no one had any questions, folks did come up to them afterwards and offered comments expressing their appreciation for the presentation and learning more about AUC. Tony feels perhaps AUC should do more presentations and get the word out. 4. There was no discussion since Exec had read TAG and SBAR updates in the November issue of the AUC newsletter, which they received last Friday.
E. New Business	
<ol style="list-style-type: none"> 1. Ops December Agenda 2. External SharePoint site for AUC 3. Welcome for new AUC primary/secondary representatives 	<ol style="list-style-type: none"> 1. Ops December Agenda <p>Exec developed the following agenda for the Operations Committee December meeting:</p> <ol style="list-style-type: none"> a. Reminder re responsibility for member organizations, i.e., assigning

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<p>(new or old organizations)</p> <ol style="list-style-type: none"> 4. AUC website (new look and design) 5. AUC Policies (removal of WG #6-8) – attendance and representation (criteria) 6. MDH website policy 7. MDH record retention schedule 	<p>primary/secondary representatives; attendance; and TAG representation</p> <ol style="list-style-type: none"> b. Year-end recap of AUC accomplishments c. MDH’s Record retention schedule and how that impacts the AUC website d. AUC Website archives and updates (including proposed changes and redesign) e. Recruit provider AUC co-chair for 2017 f. AUC presentations g. TAG updates h. Dave Haugen to report what’s on the horizon for 2017 i. Discuss workers comp attachment mandate effective January 1, 2017 <p>2. External SharePoint site for AUC</p> <p>Judy reported that MDH has begun work again on an external MDH SharePoint site for the AUC and before rolling out to Ops or other AUC members, we will ask the Exec Committee to test first. Ann stated her IT department was concerned that MDH was using email addresses as user names due to security issues resulting. Ann also expressed that she’s not sure how helpful SharePoint would be. She and Dave A. stated the collaborative was not successful trying to use it for ICD-10. It wasn’t being used a majority of members and its use was discontinued.</p> <p>3. Welcome for new AUC primary/secondary representatives</p> <p>It was decided that MDH would inform the AUC co-chair(s) of all member organizations assignment of new primary/secondary representatives so that the co-chair could welcome them and talk to them about the AUC.</p> <p>4. AUC website (new look and design)</p> <p>The link to the development website was unavailable; so, we were not able to view the proposed redesign of the AUC website. Judy will forward the link later this afternoon.</p> <p>5. AUC Policies (removal of WG in #6-8)</p> <p>Exec would like to maintain all of the policies</p>

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	<p>regarding workgroups and attendance. It was agreed that all of the policies be reviewed to determine if updates are necessary rather than removing these policies.</p> <p>6. MDH website archive policy</p> <p>Judy reported that MDH Health Policy has recently developed new standards for the external website, which will impact documents in the AUC archives. Exec would like for MDH to compile a list of documents for their review and also a copy of our retention schedule. They also asked if MDH could provide them with a list of hits for the AUC webpages. This information would assist in weighing and determining whether or not documents should be maintained longer than three years, including legal documents such as the companion guides and perhaps previous years' minutes.</p> <p>7. MDH record retention schedule</p> <p>Judy did not have a copy of the record retention schedule to share at today's meeting. MDH will forward a copy along with the list of AUC website documents in the near future.</p>
<p>F. Other business</p>	<p>Exec discussed recruitment options for provider co-chair for 2017. Tony stated Dave agreed to send him a list of names to contact. Tony also requested MDH send him list of provider contact list of the AUC membership and he will reach out to them. He also requested Exec to forward him names of potentials and he will contact them also. Ann agreed to contact Allina, Park Nicollet, and HCMC representatives.</p> <p>Exec would like to know if Dave's appointment on the WEDI board result in any conflicts with WEDI's meeting the AUC Ops.</p>
<p>Next meeting: 8:30 am – 10:30 am December 5, 2016 HealthPartners-Bloomington 8170 Building, 1st Floor - Walnut Room</p>	