

**DRAFT MINUTES**

***TWO HUNDRED AND FIFTY FOURTH MEETING***

of the

**EXECUTIVE COMMITTEE**

of the

**MASSACHUSETTS TECHNOLOGY PARK CORPORATION**

**[OPEN SESSION]**

December 14, 2017  
Boston, Massachusetts

The Two Hundred and Fifty Fourth Meeting of the Executive Committee of the Board of Directors of the Massachusetts Technology Park Corporation (“Mass Tech Collaborative”) was held on December 14, 2017, at the Massachusetts Technology Collaborative, Two Center Plaza, Suite 200, Boston Massachusetts, pursuant to notice duly given to the Directors and publicly posted on the Mass Tech Collaborative website with corresponding notice provided to the Office of the Secretary of State.

The following members of the Mass Tech Collaborative Executive Committee were present and participated: Secretary of Housing and Economic Development (Jay Ash (represented by Carolyn Kirk of the Executive Office of Housing and Economic Development), Rupa Cornell, Alexandra Drane, Annmarie Levins (participated by phone due to geographic distance), Ann Margulies and Mitch Tyson.

The following additional Mass Tech Collaborative Director attended the meeting: Julie Chen.

The following Mass Tech Collaborative staff was present: Michael Baldino, Tim Connelly, Ed Donnelly, Lisa Erlandson, Philip Holahan, Pat Larkin, Laurance Stuntz and Maeghan Welford.

The following individuals attended the meeting: Ricks Frazier, Executive Office of Housing and Economic Development.

Ms. Kirk observed the presence of a quorum of the Executive Committee and called the meeting to order at 12:38 p.m.

## **Agenda Item I      Report of the Chairperson**

Ms. Kirk delivered the report of the Chair. She discussed year-end reporting requirements for quasi-public agencies, including the requirement to publicly post an annual report along with a plan for the upcoming year. She circulated a copy of the Mass Tech's Collaborative annual report for Fiscal Year 2017 and explained that the annual report tracks progress in achieving projected outcomes and also includes the organization's audited financial report and information on financial assistance awards. Ms. Kirk noted that every quasi-public agency uses the same format for the annual report.

## **Agenda Item II      Report of the Executive Director**

Mr. Connelly delivered the report of the Executive Director. He circulated a copy of the Mass Tech Collaborative's Fiscal Year 2017 Impact Report, which differs from the annual report referenced by Ms. Kirk. Ms. Welford, at the request of Mr. Connelly, provided a brief overview of the Impact Report, which receives broad distribution and provides readers with a more extensive narrative description of the Mass Tech Collaborative's activities and accomplishments. Mr. Connelly commended the work of Ms. Welford and her team in developing the Impact Report.

Mr. Connelly also provided an update on the work of the Digital Health Council, which receives staff support from the Mass Tech Collaborative as well as leadership on subcommittees. Mr. Connelly cited the role of the Mass Tech Collaborative in raising the visibility of aging and caregiving as a priority focus area for the Council. Ms. Welford informed the Executive Committee that PULSE@MassChallenge recently announced its second class of start-ups. She indicated that the Mass Tech Collaborative will have extensive involvement with a start-up that is addressing aging access points.

Mr. Connelly provided an update on cybersecurity activities, the search for a director for the cybersecurity center, and the interconnections of the Mass Tech Collaborative's prior investments in the Mass Open Cloud project and the Massachusetts Green High Performance Computing Center with the current cybersecurity efforts. It was noted that the universities involved with the Green High Performance Computing Center are collaborating on a proposal for a major federal grant award.

Mr. Donnelly, at the request of Mr. Connelly, provided a brief update on the Massachusetts Broadband Institute's approach to funding broadband projects. Mr. Donnelly explained that the MBI will retain a milestone based payment approach for financially stable and creditworthy providers and will adopt a payment in arrears approach for projects in the most challenging communities that may require the involvement of providers with more limited financial capacity and stability. Mr. Donnelly emphasized that the funding in arrears approach is designed to protect towns as well as protect the investment of state bond funds.

Mr. Connelly wrapped up his report by informing the Executive Committee that Ms. Welford will be leaving her position as Chief of Staff to take a job at the MITRE

Corporation. Ms. Welford noted that this will be her first private sector job and that she will be working on developing and implementing strategies to improve MITRE's engagement with members of the innovation ecosystem. Mr. Connelly thanked Ms. Welford for her service and contributions to the Mass Tech Collaborative.

### **Agenda Item III      Action Items and Discussion Topics**

Ms. Stuntz presented an update on the strategic direction of the Massachusetts eHealth Institute ("MeHI") in order to provide context for his recommendation to enter into a contract with the Executive Office of Health and Human Services ("EOHHS") to support the Mass HIway in promoting the adoption and utilization of the health information exchange. Ms. Stuntz discussed the evolution of MeHI's strategic focus over the last decade from achieving the goal of digitizing healthcare data to the current focus on driving healthcare innovation. He noted that MeHI is still actively involved in promoting the use of the health information exchange to share healthcare data and that the contract with EOHHS will generate revenue for MeHI to continue these efforts.

Mr. Stuntz discussed MeHI's involvement in a project to drive innovation in healthcare by addressing family caregiver burnout. He indicated that MeHI will be working with a company that is pioneering an approach to expand caregiver training with the goal of increasing the time that a person can receive care at home and avoid going into a nursing home. He noted that this approach has shown positive results in the state of Washington, including significant cost savings. Mr. Stunz explained that MeHI is seeking to test and validate this approach at aging access points in Massachusetts. He also discussed a survey tool that generates information that helps to connect caregivers with appropriate resources. Ms. Drane discussed the need to expand the definition of "health" and discussed her work at Walmart to train cashiers to engage with customers who may be caregivers. She indicated that there are many people who are helping to care for a sick family member and do not identify or think of themselves as caregivers and would benefit from additional support.

Mr. Stuntz presented the proposed three year contract to allow MeHI to deliver services to support the adoption and use of the statewide health information exchange, known as the Mass HIway. He stated that MeHI has agreed with EOHHS on the scope and budget, which would pay MeHI a fixed fee of approximately \$99,000 on a monthly basis for MeHI's services. He indicated that the parties have the option to extend the term of the contract through Fiscal Year 2025. Mr. Stuntz clarified that MeHI will be able to leverage existing staff to provide services in FY18, although additional hires may be needed in future years. He reviewed the education and outreach and account management and consulting services that MeHI would provide under the proposed contract.

Following a period of brief discussion, and upon a motion duly made and seconded, it was unanimously VOTED:

**The Executive Committee of the Board of Directors of the Massachusetts Technology Park Corporation, acting pursuant to the authority delegated under Chapter 40J of the General Laws of the Commonwealth, does hereby authorize the Executive Director to execute an agreement with the Executive Office of Health and Human Services that shall provide for the Corporation, including its division, the Massachusetts eHealth Institute, to support the Mass HIway in the development and delivery of services to promote Health Information Exchange adoption and utilization among healthcare providers.**

Ms. Welford provided a brief update on the Mass Digital Health Marketplace Program and discussed the rollout of digital tools, ranging from a searchable directory to a startup assessment tool. Ms. Kirk then requested that the Executive Committee convene in executive session to discuss litigation strategy. Ms. Kirk, in her capacity as Chairperson, stated that she would call for a roll call vote of the Executive Committee to go into executive session to discuss strategy with respect to matters involving ongoing disputes in which the Mass Tech Collaborative is currently involved. She stated that the purpose for meeting in executive session to discuss these matters is that discussion of the Mass Tech Collaborative's strategy with respect to these matters in an open meeting may have a detrimental effect on the litigating position of the Mass Tech Collaborative.

A roll call vote was taken to go into executive session. Ms. Kirk, Ms. Cornell, Ms. Drane, Ms. Levins, Ms. Margulies and Mr. Tyson voted in the affirmative to enter into executive session. All staff that was not needed for the litigation strategy discussion and members of the public left the room.

The meeting proceeded in executive session at 1:45 p.m. The proceedings that occurred in executive session are addressed in a separate set of meeting minutes.

Ms. Kirk, in consultation with the members of the Executive Committee, determined that the executive session should conclude at 2:32 p.m. At that point the meeting proceeded in open session. Mr. Connelly concluded the meeting by announcing that Mr. Tyson's tenure on the Mass Tech Collaborative's Board of Directors was coming to an end. He indicated that Mr. Tyson will continue to serve on the Innovation Institute's Governing Board and will continue to be involved with the work of the Long Range Planning Committee.

There being no other business to discuss and upon a motion duly made and seconded, it was unanimously and without abstention voted to adjourn the meeting at 2:34 p.m.

A TRUE COPY  
ATTEST: (Secretary)

DATE:

Materials and Exhibits Used at this Meeting:

1. Draft Minutes – Open Session of the December 14, 2017 Executive Committee meeting
2. Mass Tech Collaborative Fiscal Year 2017 Annual Report
3. Mass Tech Collaborative Fiscal Year 2017 Impact Report
4. Presentation – MeHI Strategic and Programmatic Updates
5. Presentation and Motion – Approval of Revenue Contract with the Executive Office of Health and Human Services