

MINUTES – FINAL
Health Information Technology Standards
Advisory Committee (HITSAC)
Thursday, October 17, 2013

Commonwealth Enterprise Solutions Center
11751 Meadowville Lane
Chester, VA 23836
Multipurpose Room 1222

ATTENDANCE:

Members Present:

Dr. Marshall Ruffin, Chairman
Dr. Sallie Cook
John Quinn

Members Absent:

Dr. Jim Harrison
Rich Pollack

Others Present:

Aiken, Peter, Data Blueprint/VCU
Allen, Zacc, DOC
Bannister, Lynn, VITA
Barnes, Rich, VITA
Bulling, Abdulaziz, VITA
Butcher, Walter, Cambria Solutions
Canada, Bethann, DOE
Clarke, Wayne, DOC
Dixit, Prashant, VITA
Farnsworth, Mike, DMV
Gedamu, Teddy, Medfx
Grubbs, Joseph, VITA
Helmantoler, Nicole, VITA
Jenkins, Robert, DHP
Kerkeslager, Darryl, DOC
Kissam, Todd, VITA
Laugerbaum, C.W., Advantus
Luffey, Amy, VA ABC
Mix, Dave, DMAS
Reynolds, Patrick, VITA
Sandridge, Michael, VITA
White, Michelle, ConnectVirginia HIE
Whyte, Chris, Vectre

Call to Order:

Chairman Ruffin called the meeting to order at 10:33 a.m. in the VITA Multipurpose Room 1222 at the Commonwealth Enterprise Solutions Center in Chester, VA. Chairman Ruffin welcomed HITSAC Members, staff and attendees.

Note: The HITSAC meeting agenda packet including all of the presentation materials may be accessed on the VITA Web site at:

<http://www.vita.virginia.gov/ITAC/default.aspx?id=6442471115>

OLD BUSINESS

Approval of Minutes from the August 15, 2013, HITSAC Meeting

Chairman Ruffin called the item to approve the minutes from the August 15, 2013, meeting and asked HITSAC members if they had changes or corrections. Seeing none, the minutes were approved unanimously.

NEW BUSINESS

Status Reports

Commonwealth Data Governance

Dr. Joseph Grubbs, Commonwealth Data Governance (CDG) Consultant and HITSAC Administrator from the Virginia Information Technologies Agency (VITA), gave the status report for the CDG team.

Dr. Grubbs introduced Ms. Nicole Helmantoler, a new member of the CDG team. Chairman Ruffin welcomed Ms. Helmantoler and added that HITSAC was looking forward to working with her. Chairman Ruffin then proceeded to thank Dr. Grubbs for his contribution to HITSAC.

Dr. Grubbs began his status report, noting the team's recent accomplishments since the August HITSAC meeting. Dr. Grubbs reported that recent accomplishments include the integration strategy for the Commonwealth National Information Exchange Model (NIEM), review of major IT projects, the Data Classification Survey, developing a review process with IT Investment Management (ITIM) and Project Management Division (PMD). Other accomplishments include recommending the Chief Information Officer (CIO) and the Secretary of Technology to adopt the amended HITSAC Charter, adoption of the Agency ID Standard as a data standard for the Commonwealth and working on the plan to transition the Commonwealth Authentication Service (CAS) from the Department of Motor Vehicles (DMV) to VITA.

Turning to current work streams, Dr. Grubbs said that CDG will continue working on the plan to transition CAS to VITA, implementing the strategy for integration of NIEM across the Commonwealth, conducting compliance reviews for major IT projects for Item 427/NIEM and collaborating with the Virginia Geographic Information Network (VGIN) on developing standards for geospatial data/map layers.

Dr. Grubbs then talked about his recent and forthcoming presentations at the Commonwealth of Virginia IT Symposium (COVITS) in Richmond, National State Auditor Association IT Conference in Raleigh, Commonwealth IT Project Manager Summit in Richmond and the National Association of State Chief Information Officers (NASCIO) Annual Conference in Philadelphia, PA. Dr. Grubbs said that he was on a panel with Ms. Micheline Casey at the NASCIO Annual Conference. Dr. Grubbs added that Ms. Casey was the first Chief Data Officer at the state level when serving in that role for the state of Colorado. Virginia had leveraged a lot of work done in Colorado for developing the Enterprise Information Architecture (EIA) Strategy. Chairman Ruffin had a question about whether Virginia has moved ahead of Colorado in this realm. Dr. Grubbs responded that Ms. Casey felt that Virginia had far exceeded the achievements of Colorado in the field of data governance and EIA and it would be difficult for Colorado to keep up with Virginia. Dr. Grubbs added that the ID Ecosystem Plenary in Gaithersburg, MD was rescheduled due to the federal shutdown.

Dr. Grubbs then asked HITSAC members if they had any questions related to his presentation. Chairman Ruffin posed a question about the tension and friction felt in state government agencies' IT organizations while

working with each other and with an IT agency like VITA. Chairman Ruffin wanted to know what HITSAC could do to facilitate the trend towards semantic interoperability between state agencies and to help overcome some of the resistance experienced when requiring agencies to change their standards. Dr. Grubbs responded that HITSAC has already made an enormous contribution in the Health IT domain as well as served as a model in other domains of state government. Dr. Grubbs added that the tension is to be expected whenever there is inter agency collaboration including cultural issues resulting from diverse agency cultures. However, the support from HITSAC in developing the EIA and working with over 120 stakeholders in developing the Architecture has helped in reducing some of the tension and friction.

HITSAC member, Mr. John Quinn mentioned that in spite of the government shutdown at the federal level, the world-wide meeting of the International Health Terminology Standards Development Organisation (IHTSDO) held in the U.S. was an extremely productive meeting resulting in an expansion from 8 to 12 CCDA document types, about 400 to 500 templates for those document types, development of a new data type to serve as a device identifier, etc. Mr. Quinn added that this is an indicator of the scope; the needs for standards continue to grow and things that were thought of as constraints in fact are helping to the growth in the implementation specifications for standards.

eHHR Program

David Mix, Program Director for eHHR from the Department of Medical Assistance Services (DMAS), provided a status report on the eHHR Program.

Mr. Mix began by saying that the eHHR Program Management Office (PMO) has been working on the Modified Adjusted Gross Income (MAGI) applications, implemented on October 13, 2013. The necessary Federal approvals were received and the program is accepting MAGI applications. Mr. Mix added that the new business operations have started, communications are flowing smoothly, the Cover Virginia and Commonwealth Authentication Service call centers are answering the phones, and enrollments are processing through to the Medicaid Management Information Systems (MMIS). The outgoing account transfers are being sent to Health Information Management (HIM) programs, weekly Center for Medicaid Services (CMS) reporting metrics have started and the Commonwealth of Virginia (COV) enterprise technical infrastructure is now in production. The long-term operational support needed for these environments is in place. The DSS MAGI project is the first agency project to onboard to the COV enterprise and other agencies can now use the enterprise environments on a cost-sharing basis. Mr. Mix added that the implementation was very complex and did face a few bumps. Chairman Ruffin asked as to how many other states have had the kind of success that Virginia did. Mr. Mix responded that CMS has indicated that Virginia is very much at the highest level.

Mr. Mix mentioned that amongst the active projects, Enterprise Data Management (EDM) is already closed, Services Oriented Architecture (SOA) will be closing in November and CAS will be closing in the near future. Mr. Mix added that three projects under Eligibility and Enrollment (E&E) replacement are in execution phase. The care management projects including the Birth and Death registries are in the execution phase.

Mr. Mix said that the Children's Health Insurance Program (CHIP) Quality of Care Reporting will be outsourced to ConnectVirginia and the program office is working on getting the approval for the first contract. The analysis phase for the project will be a short two-month effort and will determine the time required for implementation.

Mr. Mix concluded his presentation by talking about key dates and timelines. Mr. Mix said that CMS feels that a major part of 2013 will be spent developing contingencies and workarounds. The year 2014 will be spent on clearing/cleaning up contingencies and workarounds. Mr. Mix mentioned that he expects the same to be true

for Virginia. Mr. Mix added that very few states implemented an infrastructure that Virginia did and CMS does tell other states who are behind schedule to follow Virginia.

Chairman Ruffin opened the floor for questions from HITSAC members and the public. Seeing none, Chairman Ruffin closed the eHHR Program update item.

VITA MITA Program

Rich Barnes, VITA MITA Program Manager, gave a status report on the VITA MITA Program. Mr. Barnes said that the Enterprise Data Management (EDM) project is closed. The EDM Competency Center (CC) has the Department of Motor Vehicles (DMV) as the sole source of data for EDM and works with CAS to help proof a person's identity. The EDM CC team continues to develop business, administrative and technical documents and controls. This effort was necessary to go-live on October 1, 2013.

Mr. Barnes said that the activities and accomplishments for the SOA project include the development of the final group of LPARs/environment, continued implementation of network and agency firewall rules, providing support for the DSS MAGI October 1, 2013 go-live and configuring Business Process Management (BPM) and Enterprise Address Verification service. Mr. Barnes added that the activities planned for the near-term include continued support for delivery of the final LPAR group, finalize configuration for BPM and continue collaboration with Care Management and DSS-related projects.

Mr. Barnes said that the activities and accomplishments for the VITA MITA Program include continued vendor management efforts (IBM, NG), continued project monitoring and support, review of cost model with sponsoring agencies. Mr. Barnes added that the activities planned for the near-term include continued support of the eHHR program and planning for expansion of EDM and SOA to other agencies.

Chairman Ruffin opened the floor for questions from HITSAC members and the public. Seeing none, Chairman Ruffin closed the VITA MITA Program update item.

Presentations

Strategy for Integrating Data Governance Compliance Reviews and IT Investment Management

Chairman Ruffin called for Nicole Helmantoler, Data Governance and IT Investment Management Consultant at VITA, to give a presentation on Integrating Data Governance Compliance Reviews and IT Investment Management (ITIM).

Ms. Helmantoler began by stating the three goals for integrating Data Governance and ITIM in the Commonwealth. Ms. Helmantoler said that ITIM was declared as a standard in 2004 for managing investments in the Commonwealth. Ms. Helmantoler added that as of August 2013, there are over 150 investments being managed in the Commonwealth with a total value over 520 million dollars under the ITIM program. The Recommended Technology Investment Projects (RTIP) report is published each September to the Governor and General Assembly to provide funding recommendations for proposed investments over one million dollars.

Ms. Helmantoler said that in order to ensure that the adopted standards are being followed; data governance will work with the agency to identify the data standards at a very high level during the initial phases of the project. As the project progresses, data governance will do a deeper dive into the type of data, whether there is an exchange of data, the data steward involvement in the project, etc.

Ms. Helmantoler said that the integration of data governance at the Pre-Select phase would require agencies to maintain an up-to-date IT Strategic Plan (ITSP) highlighting business requirements for technology. As part of the ITSP submission, Agency IT Representatives (AITRs) will answer questions around information sensitivity as part of each business requirement. During the Select Phase, agencies will be required to submit Investment Business Cases (IBC) for a requirement in their ITSP to be selected as an investment in the Commonwealth Technology Portfolio (CTP). As part of the IBC, agencies will be required to answer questions pursuant to Item 427 and the Commonwealth Data Standardization Final Plan. During the Control Phase, agencies will be required to submit information about whether there would be exchange of person data and the compliance strategy (included in Project Charter). During the execution phase, adherence to data standards may be tracked as part of the Independent Verification and Validation (V&V), Change Request Process or Monthly Status Reporting. During the Evaluate Phase, artifacts submitted throughout ITIM are officially certified.

M. Helmantoler said that data governance integration into ITIM would not happen overnight. The modifications to the Pre-Select and Select Phases will occur in Spring 2014 and additions to the Control and Evaluate Phases will continue throughout 2014. Integrating Data Governance into ITIM only governs new investments. Ms. Helmantoler said that for Data Asset Management, data governance would use a “bottom up” approach for ongoing discovery of data management solutions and data exchanges in production across Commonwealth with input from the data stewards.

Chairman Ruffin recessed the meeting for lunch at 12:10 p.m.

Chairman Ruffin called the meeting back to order at 12:55 p.m.

Health Information Exchange Program

David Mix, Program Director for eHHR from the Department of Medical Assistance Services (DMAS), provided a status report for the statewide Health Information Exchange (HIE) program – ConnectVirginia, on behalf of Kimberly Barnes, from Virginia Department of Health (VDH).

Mr. Mix began by saying that as a key component of the sustainability of the Health Information Exchange (HIE) program, the Commissioner for the Virginia Department of Health (VDH) sent a letter to health providers in the Commonwealth saying, beginning 2014, VDH will be a node on the HIE, making it the most efficient way to transfer immunization, syndromic surveillance, cancer cases and reportable lab results to VDH. In addition, once VDH is onboarded as a node to ConnectVirginia, it will be the only mechanism available to send public health reportable data to VDH. Mr. Mix added that VDH has announced that there would not be any new interfaces from October 2013 to December 2013. Mr. Mix concluded his presentation by saying that ConnectVirginia is in the process of onboarding providers.

Chairman Ruffin opened the floor for questions from HITSAC members and the public. Seeing none, Chairman Ruffin closed the Health Information Exchange Program update item.

Data Governance and Data Stewardship: Core Principles Underlying Enterprise Information Architecture

Chairman Ruffin called for Dr. Peter Aiken, Associate Professor of Information Systems at Virginia Commonwealth University, Director at Data Blueprint and President of the International Data Management Association (DAMA) to give a presentation on The Role of Governance in Enterprise Information Architecture.

Dr. Aiken began by saying that the progress made in the field of Enterprise Information Architecture (EIA) in the past ten years is evident by the fact that HITSAC does not need an introductory presentation on EIA. Dr. Aiken said the process for developing systems is creation oriented, whereas the process for data architecture is evolution oriented. Dr. Aiken added that all the current definitions for data architecture are difficult to understand and comprehend. Dr. Aiken mentioned that a better way to define data architecture is to accept that all organizations have information architectures, some of which are better understood and documented (and therefore more useful to the organization) than others. Dr. Aiken said that data architecture could be defined as a common vocabulary expressing integrated requirements ensuring that data assets are stored, arranged, managed, and used in systems in support of organizational strategy. Dr. Aiken then proceeded to define data architecture saying that it is a structure of data-based information assets supporting implementation of organizational strategy (or strategies). Most organizations have data assets that are not supportive of strategies and hence not helpful. In addition, the important question to ask is how can organizations more effectively use their information architectures to support strategy implementation.

Dr. Aiken said that frequently an organization will purchase a software package with the assumption that it will satisfy all their needs. Nevertheless, invariably a review of the existing data architecture results in many other domains that are not accounted for in the package. In addition, an organization will have multiple software packages and will require data architecture to map between and across those multiple software packages. Dr. Aiken then presented examples of how data architecture is used to support strategy in the defense domain.

Dr. Aiken presented the architecture model developed over ten years ago at the Virginia Department of Social Services (DSS) using different views or perspectives. The different views were the taxpayer view, the client view, the governance view, the program delivery view and the vendor view. All these views could be put together to develop the strategic view and help in developing a strategic level data model. Dr. Aiken then talked about the differences between application-based development, where the application development is done before data development as against data-based development, where the data development is done before the application development. Dr. Aiken said that application based development ensures that data is formed to the applications and not around the organizational-wide information requirements. In addition, the processes are narrowly formed around applications resulting in very little data being reused. Data-based development ensures that information assets are developed from an organization-wide perspective. In addition, the systems support organizational data needs and compliment organizational process flows resulting in maximum data being reused.

Dr. Aiken said that information architecture needs continuous re-development; realizing the starting point isn't the beginning, information architecture components must typically be reengineered, using an iterative incremental approach, typically focusing on one component at a time and following a formal component transformation cycle.

Dr. Aiken concluded his presentation by saying that successful implementation of information architecture requires comparative design and recognizing the importance of the roles of governance and architecture in an organization.

Information Exchanges Across Service Domains

Chairman Ruffin called for Zacc Allen, IT Manager from the Virginia Department of Corrections (DOC) to give a presentation on Information Exchanges Across Service Domains.

Mr. Allen began by providing a brief overview of DOC, saying that the DOC is the largest agency in the Commonwealth with about 13,000 employees, spread over 105 locations addressing the needs of 105,000

offenders with 30,000 offenders incarcerated in 48 locations. Mr. Allen added that DOC provides complete medical, dental and vision care for offenders. About 95% of the offenders returning to the community need some type of follow-up care, most with mental or health care issues. Mr. Allen said that managing the medical records is a very daunting task thus creating the opportunity for the use of an Electronic Medical Records (EMR) system. DOC will be using eClinicalWorks for their EMRs. This will enable DOC to provide better health care for offenders, enforce same medical practices across institutions, and share medical data with physicians, improve health care based on the analysis of data and enable the medical practitioners become more mobile.

Mr. Allen said that some of the goals in implementing an EMR include enhancing public safety and reducing offender recidivism, assist and prepare offenders for release, developing a case plan, home plan and employment plan, addressing the need of problematic releases, assist offenders with access to social service and support programs and register offenders for Supplemental Security Income and Disability Benefits. DOC will be using Common Help, an online, self-service portal to access Health and Social Services benefit program, enabling DOC to screen for potential eligibility. Mr. Allen added that the ultimate goal for all this is to reduce occurrences of repeat offenders.

Mr. Allen said that some of the other data integrations include Diamond Pharmacy, Quality Medical Center, Veterans Affairs, Virginia State Police and Department of Forensic Science. The motto of DOC is to provide a healing environment using evidence based practices, and the goal being to have the lowest recidivism in the United States.

Chairman Ruffin opened the floor for questions from HITSAC members and the public. Seeing none, Chairman Ruffin closed the Information Exchanges Across Service Domains item.

Virginia Longitudinal Data System (VLDS)

Chairman Ruffin called for Bethann Canada, Chief Information Officer (CIO) for the Department of Education (DOE) to give a presentation on the Virginia Longitudinal Data System (VLDS).

Ms. Canada began by saying that VLDS recently won an award for Cross-Boundary Collaboration on IT Initiatives from the Commonwealth of Virginia Innovative Technology Symposium (COVITS). Ms. Canada played a video available at www.vlds.virginia.gov. Ms. Canada mentioned that VLDS was funded by a grant under the American Recovery and Reinvestment Act (ARRA). VLDS was developed by VITA in collaboration with Virginia Tech. Ms. Canada said that at the heart of VLDS is a complex matching algorithm to match data deterministically as well as probabilistically. VLDS takes advantage of two services provided by VITA, LogiXML and Microsoft Dynamics CRM. Ms. Canada added that VLDS is used to develop linkable cross-agency data for research and reporting. Ms. Canada mentioned that the founding agencies for are DOE, the State Council on Higher Education in Virginia (SCHEV), the Virginia Employment Commission (VEC), the Virginia Community College System (VCCS) Workforce. The VLDS stakeholders are working with early childhood agencies to look at the early childhood programs that lead to success in elementary schools.

Ms. Canada said that the effort for VLDS included spending 18 months on data governance. The data governance model for VLDS was based on consensus around the answers to the question, "Can you live with it?". Each agency had one vote in the data governing body, facilitated by a third party with the goal being to respect autonomy, policy and culture of an agency. Chairman Ruffin questioned Ms. Canada about implementing data standards while still trying to maintain agency autonomy. Ms. Canada responded by saying that each agency still follows its data standards as the data still resides with the agency and VLDS provides a matching algorithm with de-identified data elements. Ms. Canada said that the project started by trying to

address the burning questions that need to be answered. Once that was addressed, the next phase involved determining what information needed to be shared and determine how the data will be used.

Ms. Canada concluded the presentation by saying that in order to be able to use the data, agencies sign the Restricted Use Data Agreement and an Affidavit of Non-Disclosure and that VLDS is looking at other projects for which the data can be used.

Chairman Ruffin opened the floor for questions from HITSAC members and the public. Seeing none, Chairman Ruffin closed the Virginia Longitudinal Data System (VLDS) item.

Virginia Geographic Information Network and E911

Chairman Ruffin called for Steve Marzolf, Integrated Services Program (ISP) Director at VITA to give a presentation on the Virginia Geographic Information Network (VGIN) and E911.

Mr. Marzolf began by saying that the ISP Board was formed by combining the VGIN Board and E911 Board seven years ago and works on the philosophy that they want to share the data with everyone, ranging from researchers to schools and other institutions of higher learning, enabling them to use it effectively. Mr. Marzolf added that mapping data is generated to gather information about the location of a 911 emergency call. The programs are funded by the surcharge on the monthly bill for cell phones. The money is used to support over 130+ 911 centers in the Commonwealth.

Chairman Ruffin opened the floor for questions from HITSAC members and the public. Seeing none, Chairman Ruffin closed the Virginia Geographic Information Network and E911 item.

Enterprise Architecture and the Commonwealth Gateway

Chairman Ruffin called for Todd Kissam, Chief Enterprise Architect at VITA to give a presentation on Enterprise Architecture and the Commonwealth Gateway.

Mr. Kissam began by saying that he was going to deviate a bit from the topic and talk about the journey that began three years ago when VITA IT Commonwealth governance identified opportunities for agency collaboration for the Services Oriented Architecture (SOA) platform and Customer authentication. The Chief Information Officers of VITA and DMV, Mr. Sam Nixon and David Burhop, presented those opportunities to the impacted three cabinet secretaries. The Secretaries responded by saying that the Commonwealth must do this. Once this was decided, it was necessary to determine the projects and products needed to be implemented; the Enterprise Service Bus in order to support message transformation (including HL7) and asynchronous Messaging, Web-service Registry and Repository (WSRR), Business Rules Management System (BRMS), Business Process Management (BPM) System, Enterprise Data Management Solution (EDM), shared Customer Authentication Service (CAS), monitoring and managing the environments and a portal for usage and billing. Mr. Kissam added that as the requirements evolved, additional services needed to be delivered; administration of shared application servers to support "small" eHHR projects, service gateway, shared proxy servers to implement connectivity to the shared services.

Mr. Kissam continued by acknowledging the work done by the technical team in creating 360 separate environments to support MITA Shared Services. Mr. Kissam said that when the Commonwealth embarked on this journey, there were some project managers who were forecasting up to a 95% failure rate. Mr. Kissam said that all this was done using new technologies that the VITA technical staff had to implement, including

application servers, operating systems, virtualization (LPARs), isolation (cells/profiles), the main hardware platform (IBM Power 7), enhanced security, and enhanced network speed to 10GB, with full failover capability.

Mr. Kissam concluded his presentation by talking about the contributions made by HITSAC during this journey. Mr. Kissam said that the eHHR, VITA and DSS program managers have coordinated the various projects among the agencies. HITSAC has served a very critical role in supporting the journey by recommending standards that have allowed the solutions to be integrated (coordinated) effectively and efficiently across the different agencies, projects, programs and domains.

Chairman Ruffin opened the floor for questions from HITSAC members and the public. Seeing none, Chairman Ruffin closed the Enterprise Architecture and the Commonwealth Gateway item.

HITSAC Endorsement – Commonwealth Data Stewards Group**

Chairman Ruffin called for Nicole Helmantoler, Data Governance and IT Investment Management Consultant at VITA, to give a presentation on Data Stewardship at the Commonwealth of Virginia (COV).

Ms. Helmantoler began by referring to previous presentations highlighting the importance of Enterprise Information Architecture (EIA) and the importance of the role played by data stewards. Ms. Helmantoler said that the first goal for the EIA strategy adopted by the Secretary of Technology is to forge a disciplined approach to data governance across the Commonwealth with formal roles for data stewards and other stakeholders. Ms. Helmantoler added that the objectives under the first goal include, the formal adoption of an EIA governance framework with enterprise-level policies, standards, guidelines, and performance metrics, and establishing clearly defined enterprise-level roles for data stewards and other EIA stakeholders across Commonwealth agencies. Other objectives include the need to provide training, technical assistance, and other resources to enhance the EIA knowledge, skills, and abilities of Commonwealth data stewards, particularly those in small agencies, and to support agency-level implementation planning and data governance activities.

Ms. Helmantoler said that the process would start by establishing a structure and then defining the rules of engagement. These would include developing Mission and Vision (Charter), determining goals, funding strategies, boundaries, decision rights, accountabilities and Controls. Ms. Helmantoler mentioned that the next steps include conducting a survey during November/December period, ensuring that the appropriate people are involved and scheduling a kick-off meeting in February 2014.

Chairman Ruffin moved the motion to Request HITSAC endorsement of the next steps for creating a Commonwealth-wide data stewards group. The motion passed unanimously.

HITSAC Retrospective and Status of Charter Adoption

Chairman Ruffin called the item on HITSAC Retrospective and Status of Charter Adoption.

Chairman Ruffin said that the agenda item will be postponed till the next HITSAC meeting and closed the item for the current HITSAC meeting.

PUBLIC COMMENT

Chairman Ruffin called for public comment.

ADJOURNMENT

Chairman Ruffin opened the meeting for any final comments from the HITSAC committee. Seeing none, Chairman Ruffin adjourned the meeting with consent from HITSAC members.