

**New Mexico Telehealth Commission**  
**Thursday, August 25, 2005**  
**New Heart Center, Albuquerque New Mexico**  
**Meeting Minutes**

---

**Meeting called to order at 9:08 am**

**Roll call/quorum**

**Present:** Commissioners: Steve Adelsheim, Richard Lueker, Paul Ehrlich, Jane Breen Pierce, John Tiernan, Tony Davis, Kathleen Manygoats, Jeannette Velarde, Dale Alverson, Dwayne Jordan, Terry Maness, Mark Duran, Edward Lopez, Robert Mayer, Lowell Gordan, Stephen Easley, Lynne Anker-Unnever, Patricio Larragoite, Tomas Torres

**Absent:** Commissioners: Charles Ferrell, Craig Wingate, Danice Picraux, Danny Sandoval, Frank Pullara, Ferdi Serim

**Staff attendance:**

Teresa Henke  
Karen Gonzales  
Deb Gallegos  
Vin Kelley  
Dorothy Danfelser

**Audience attendance**

Meg Lueker – New Heart Center volunteer  
Terry Boulanger – Executive. Director, Telehealth Alliance  
Roy Soto, State CIO  
Arturo Gonzales, CEO Sangre de Cristo Community Health Partnerships  
Michelle Welby, Governor’s office  
Kelly Metzner, CYFD (for Commissioner Sandoval)  
Ida Campos

• **Welcome and Introductions**

Chairman Duran welcomed the Telehealth Commissioners and members of the public to the second meeting of the NM Telehealth Commission. Members of the audience and staff were invited to introduce themselves and the organizations that they represent. The mission of the Telehealth Commission was reviewed. Vice-Chairman Lueker introduced the New Heart Center. The Chairman proposed the agenda by making the following comments:

The chairman discussed with the Commission a “think long and act short” approach to the remainder of the Commission’s work for 2005. The “think long act short” approach will allow the Commission to put forward bold legislation during the 2006 legislative session but also have it serve as the building blocks for an eventual long-term telehealth model for the State of New Mexico. The Chairman stressed that within that plan, that the Commission’s work and the Commission’s subcommittee work would start to focus on preparing operational and capital outlay funding legislation for the 2006 Session. The Chairman stressed that although the session does not begin until January, that the process of timely legislative request would force the Commission to have plan or plans ready by the mid-October to early November 2005 timeframe.

**New Mexico Telehealth Commission**  
**Thursday, August 25, 2005**  
**New Heart Center, Albuquerque New Mexico**  
**Meeting Minutes**

---

The Chairman asked for questions and comments. Discussion ensued, and the Commission agreed that the plan laid out by the Chairman would be the focus of the Commission's work for the near future.

- **Business Items**

- The agenda was reviewed and approved by the Telehealth Commission with no changes.
- The Telehealth Commission reviewed and approved the minutes from the last meeting with the following changes: Commissioner Hyde is not absent from meetings, but is represented by Commissioner Gordon.
- Teleconference capabilities will be provided, where available, by GSD for those Commissioners who cannot attend the meetings in person.
- Chairman Duran will consider a charter document outlining the rules of operation for the NM Telehealth Commission.
- Chairman Duran, Vice-Chairman Lueker, and Commissioner Alverson presented before the LFC about who the NM Telehealth Commission is and what the Commission is doing.
- Michelle Welby is the point person for policy development. She will write the final priorities for health.
- Anything to do with telehealth must be approved by the Commission.

- **NM Information Technology Commission (ITC)**

The IT Commission gave a lengthy report on their roles and responsibilities and the statute that governs their authority. The Chairman of the IT Commission, Carroll Cagle, ITC Vice Chair Herb Pitts, and Office of the Chief Information Officer Cabinet Secretary, Roy Soto, made presentations. The Commission discussed at length with the members of the ITC present the Telehealth Commission's perceived roles and responsibilities in the area of Telehealth. It was agreed that the ITC would be responsible for all information technology rules and regulations and that those that were within the governance of specifically telehealth, that the IT Commission would defer to the Telehealth Commission only if the Commission had the authority to promulgate such rules and regulations. In the meantime, it was discussed that the ITC could serve as a medium for the passage of any rules and/or regulations that were needed by the Telehealth Commission from an IT perspective. OCIO Secretary Soto commented that that the OCIO and the ITC approve all IT related projects including Telehealth, but that through a mutual working relationship, the process could be seamless. Commissioner Torres commented that health needs should drive Telehealth in New Mexico and not technology. The Commission agreed.

- **Review Telehealth Commission Timeline delineating task deliverables up to the 2005 NM Legislative Session**

The Commission unanimously agrees on the importance of taking advantage of the 2006 Legislative Session.

**New Mexico Telehealth Commission**  
**Thursday, August 25, 2005**  
**New Heart Center, Albuquerque New Mexico**  
**Meeting Minutes**

---

- **The “Clearing House” Role of the Telehealth Commission**

The Chairman discussed with the Commission the Commission’s policy vs. advisory role and described the elements of both included in Senate Bill 473. The Chairman discussed the need to make the Commission a full policy Commission with the ability to promulgate rules and regulations. In the meantime, the Chairman discussed the importance of the Commission to serve as a clearinghouse for any and all telehealth projects that would be recommended to the legislature by a State Cabinet Secretary, department, or agency. The Chairman described ongoing communications/negotiations with the HHS Cabinet Secretaries of the Department of Health, Children, Youth and Families Department, and Human Services Department on an agreement to this affect. The Commission will serve as a clearinghouse for all telehealth projects.

- **Review Telehealth Commission Subcommittee Meeting Report Format and “Cross-Talk” format**

The Commission approved the creation of a Strategic Planning Subcommittee. The co-chairs will report on the activities of the subcommittees. Other subcommittees will have a chance to talk to each other through “cross-talk” of the subcommittee co-chairs.

LUNCH BREAK

- **Presentation of Subcommittee Work Plans**

- **Inventory and Information Technology Capacity Subcommittee**

Four objectives were identified and three task forces were formed to support the needs of the objectives.

- Inventory existing and emerging telehealth services
- Inventory existing applications, emerging equipment to determine where equipment is, who owns it, cost for others to use it, and what the applications are used for.
- Identify the range of existing emerging, scalable and upgradeable technologies to deliver and support telehealth pros and cons.
- Identify IT training and support resources

Three task forces have been established to inventory locations, inventory applications (Dr. Alverson), and identify range of existing upgradeable technology (Dr. Easley). A short-term objective of the Subcommittee is to focus all work in rural areas.

*Comments*

- Need to identify existing programs and create GIS map.
- System that is created needs to be scalable and upgradeable. Strategic subcommittee will have to address responsibility for managing the network of networks.
- Inventory subcommittee will need to inventory all programs and equipment. The Digital Microwave will serve as a fiber optic backbone.

**New Mexico Telehealth Commission**  
**Thursday, August 25, 2005**  
**New Heart Center, Albuquerque New Mexico**  
**Meeting Minutes**

---

- Inventory database must be an ongoing initiative. Data won't be 100% clean, but will enable recommendations to Governor.
- Information should be submitted to Debbie Gallegos at [Deboraha.Gallegos@state.nm.us](mailto:Deboraha.Gallegos@state.nm.us).

**Program, Service, and Education Subcommittee**

The subcommittee name was changed to Program, Service and Learning Subcommittee. The subcommittee will develop a framework that includes program description, outcome need, and an evaluation component. Framework will be disseminated to subcommittee members to identify the programs that members are familiar with. Recommendations will be made to support appropriate short-term objectives. There will be a rural focus with consideration to Native American issues. The next meetings are scheduled for 9/12 and 9/24 at the Health Policy Commission Board Room.

*Comments*

- Telehealth Alliance has identified many viable programs and compiled data about the telehealth needs of rural areas.
- There should be a focus on diabetes, obesity, and physical inactivity. This will provide an opportunity to see result in the short term.
- Behavioral health aspect should be integrated
- Narrow focus group to zero in on programs that are effective in rural areas
- Develop pilot programs to support people in homes and communities around medication and needs.
- Important to get community support. Work with available infrastructure (IHS, DOH, health councils, behavioral health collaborative)
- Important not to duplicate work of other subcommittees
- Research best practices, training in different forms of prevention

**Telehealth Standards Subcommittee**

This subcommittee will not identify technical standards. The following subcategories are areas that people need training in:

- Protocol standards
- HIPAA standards
- Reimbursement standards
- Malpractice
- Electronic medical record

Provision of training about protocol standards, HIPAA standards, reimbursement standards, and malpractice are short-term goals. EMR is a long-term goal.

*Comments*

- Identify training themes and type of protocol that addresses a preventative program that is rural and school based

**New Mexico Telehealth Commission**  
**Thursday, August 25, 2005**  
**New Heart Center, Albuquerque New Mexico**  
**Meeting Minutes**

---

- Defining distance learning and identifying needs and resources is responsibility of Program, Service, and Learning subcommittee and TH Standards subcommittee.
- Cross talk between applications has not been addressed, but all data should be sharable within the confines of HIPAA.
- The Telehealth Alliance and UNM worked with SBIRT to provide training to providers on how to use technology and how to train trainers.

**Strategic Planning Subcommittee**

Strategic Planning Subcommittee will be an integrated subcommittee because it requires oversight from the other subcommittees. A sustainable business plan must be developed. The short-term goal is to prepare recommendations to Governor for the 2006 Legislative Session.

The Subcommittee will look at 6 priority areas:

- High health need such as diabetes, obesity, and oral health
- Specific telehealth application such as track record of Project ECHO
- Political interest
- Potential impact – will this have a real impact on the health of those served?
- Likelihood of available resources
- Cost/benefit analysis

The Commission will identify where money currently exists to leverage existing federal and state dollars to show the Legislature that there is a possibility of matching funds.

*Comments*

- A litmus test must be developed to determine if proposed recommendation meets the health needs of the state, the track record of the application, and the cost/benefit analysis.
- In FY05, \$5 was generated for every \$10 invested through telehealth programs
- It is important to bring broadband to areas that don't have access
- Health, clinical, and educational need drive telehealth development
- A written strategic plan will help other subcommittees do their work

- **Next Steps**

Subcommittees should identify highest priorities of long and short-term goals. These goals should fit within the purview of the respected subcommittee. Commission members express interest in having input/commentary from public. Chairman Duran will allow members of public to submit a 1-page letter to be submitted to the Commission.

- **Future Meetings**

The next meeting will be held 9/29/05 at TVI Workforce Building.  
9:00 a.m. to 4:00 p.m.

**Meeting was adjourned at 3:40 pm.**