



Department of Health

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[www.health.ri.gov](http://www.health.ri.gov)

Posted: August 11<sup>th</sup>, 2022

**DRAFT Minutes**  
**Rhode Island All Payer Claims Database**  
**Data Release Review Board**

**Monday, July 18, 2022 9:00 – 10:00am**

**Location:** Rhode Island Department of Health, Room 401

**Public Line Call-in:** 1 929 436 2866; **Meeting ID:** 8604957 8057 **Password:** 453161

**Primary Meeting Objective:**

- Discuss updates to application
- Review and discuss Board Bylaws

*Applications are posted for public comment at: <http://www.health.ri.gov/data/healthfactsri/>*

**Members In Attendance:**

Kyle Wohlrab, Co-Chair

Liv King

Bill McQuade

David Stuebe

Frederick Webster

Ira Wilson

**Staff Present:**

Emma Rourke, FHC

**Members Not In Attendance:**

Elizabeth McClaine

**1. Welcome and roll call**

Emma Rourke began the meeting at 8:30am ET and took roll call. Ms. Rourke then handed the meeting over to Kyle Wohlrab to present the June DRRB Meeting Minutes.

**2. Presentation of the June Meeting Minutes**

Dr. Wohlrab presented the June Meeting Minutes for review. Frederick Webster noted their name was spelled incorrectly. Ms. Rourke apologized and stated that she would make the change.

Dr. Wohlrab presented the motioned to approve the June meeting minutes. Bill McQuade motioned to approve the minutes, and Mr. Webster seconded it. The motion to approve the June meeting minutes was approved.

**Record of Vote**

**In Favor:**

Kyle Wohlrab, Co-Chair  
Liv King  
Bill McQuade  
David Stuebe  
Frederick Webster  
Ira Wilson

**Not In Favor:**

None

**Absent:**

Kenny Alston, Co-Chair  
Elizabeth McClaine

**3. Review and discuss updates to APCD Data Request Standard Application and Processes**

Ms. Rourke introduced the Standard Application and opened the opportunity for the Board to provide feedback. Board members' discussion centered around four major themes: more variety in applicants, cheaper costs, limit data released, and more information from the applicant on their experience working with APCDs.

Board members stated that they would like more variety in the applicants, as there have been a lot of applications from universities and hospitals. They would like to limit barriers for organizations that do not have as much funding to use APCD data, and noted that cost is a limiting factor. Board members suggested that perhaps the APCD could adopt a sliding-scale of prices based on the financial abilities of the requestor. Ms. Rourke stated that she would conduct some research on the cost of data in other APCDs.

Additionally, Board members stated that they would like data extracts to include only the data needed for the request, instead of the broad range of data currently available through the Standard Extract. Board members all agreed that providing only the necessary data to requestors is a best practice. To further confirm the needs of applicants, the Board requested that the applicant provide more information on their experience with APCDs, as well as confirm their understanding of the data available. To do this, the Board recommended breaking out section 3.1 to make it more obvious that applicants need to answer all of the questions within it. They also recommended adding questions for applicants to explain their experience working with APCDs and, if they are requesting CurrentCare data, to confirm that they understand it is from a different source other than the APCD. Mr. McQuade offered to draft language for the Application Companion Document to provide more information on CurrentCare data available. Ms. Rourke stated that she would draft these revisions for review during the next meeting.

**4. Review and discuss Board Bylaws**

Ms. Rourke introduced the Board Bylaws document for discussion. Board members noted that the document should be revised to define quorum as "half of sitting members" instead of "half of full

board.” Members also noted that the Bylaws state that public comment is needed before each vote, rather than just at the end. Additionally, members noted that the Board Meeting Minutes did not need to be as detailed, and meetings could be recorded so Ms. Rourke could focus on the discussion.

#### **5. Public Comment**

Ms. Rourke opened the line for public comment. There was no public comment.

#### **6. Next Steps and Adjourn**

Ms. Rourke stated that she would draft the suggested revisions to the Application and follow up with those who are providing additional language. Members asked whether there was an update on additional Board membership to fill the Data Security Subcommittee. Ms. King suggested that Ms. Rourke look to the Health Equity Institute.

Ms. Rourke stated the next Board meeting would be held Monday July 18<sup>th</sup>, 2022.

Dr. Wohlrab facilitated a vote to adjourn the meeting. Mr. Webster motioned to close the meeting, and Mr. Stuebe seconded the motion. The motion to adjourn the meeting was approved.

#### **Record of Vote**

##### **In Favor:**

Kyle Wohlrab, Co-Chair

Liv King

Bill McQuade

David Stuebe

Frederick Webster

Ira Wilson

##### **Not in Favor:**

None

##### **Absent:**

Kenny Alston, Co-Chair

Elizabeth McClaine