

**Finance/Administration Leadership Group**  
**E-minutes**  
**05/18/17**

**From:** Ward, Christopher C

**Sent:** Thursday, May 18, 2017 8:46 AM

**To:** Sonkiss, Lynn C <[sonkissl@oakgov.com](mailto:sonkissl@oakgov.com)>; Birkle, Todd T <[birklet@oakgov.com](mailto:birklet@oakgov.com)>; Chamberlin, Lauren C <[chamberlinl@oakgov.com](mailto:chamberlinl@oakgov.com)>; Davis, Patricia G <[davispat@oakgov.com](mailto:davispat@oakgov.com)>; DeFoe, Jody M <[defoej@oakgov.com](mailto:defoej@oakgov.com)>; Guzzy, Scott N <[guzzys@oakgov.com](mailto:guzzys@oakgov.com)>; Hain, Jennifer C <[hainj@oakgov.com](mailto:hainj@oakgov.com)>; Hardesty, Thomas G <[hardestyt@oakgov.com](mailto:hardestyt@oakgov.com)>; Hunter, Daniel P <[hunterd@oakgov.com](mailto:hunterd@oakgov.com)>; McKenna, Janette M <[mckennaj@oakgov.com](mailto:mckennaj@oakgov.com)>; Meiers, Terri A <[meierst@oakgov.com](mailto:meierst@oakgov.com)>; Miller, George J <[millerg@oakgov.com](mailto:millerg@oakgov.com)>; Shortley, Joellen <[shortleyj@oakgov.com](mailto:shortleyj@oakgov.com)>; Slosson, Kristy R <[slossonk@oakgov.com](mailto:slossonk@oakgov.com)>; Spanos, Irene <[spanose@oakgov.com](mailto:spanose@oakgov.com)>; Stafford, Leigh-Anne <[staffordl@oakgov.com](mailto:staffordl@oakgov.com)>; Weipert, Pamela L <[weipertp@oakgov.com](mailto:weipertp@oakgov.com)>; Wootten, Garth E <[wootteng@oakgov.com](mailto:wootteng@oakgov.com)>; Brinker, Janet L <[brinkerj@oakgov.com](mailto:brinkerj@oakgov.com)>

**Subject:** RE: HIPAA eVote

Sorry I was out yesterday. Even though my vote is late, Lynn informs me the polls are still open. My vote is "yes" to both.

**From:** Sonkiss, Lynn C

**Sent:** Wednesday, May 17, 2017 11:10 PM

**To:** Birkle, Todd T; Chamberlin, Lauren C; Davis, Patricia G; DeFoe, Jody M; Guzzy, Scott N; Hain, Jennifer C; Hardesty, Thomas G; Hunter, Daniel P; McKenna, Janette M; Meiers, Terri A; Miller, George J; Shortley, Joellen; Slosson, Kristy R; Spanos, Irene; Stafford, Leigh-Anne; Ward, Christopher C; Weipert, Pamela L; Wootten, Garth E; Brinker, Janet L

**Subject:** RE: HIPAA eVote

My vote is "Yes" to both questions. There was a quorum of voting members that replied and all voted in favor of proceeding with the request. So this can move forward as requested. Thank you all for your quick responses.

Thanks,  
Lynn ☺

**From:** Sonkiss, Lynn C

**Sent:** Wednesday, May 17, 2017 1:35 PM

**To:** Birkle, Todd T; Chamberlin, Lauren C; Davis, Patricia G; DeFoe, Jody M; Guzzy, Scott N; Hain, Jennifer C; Hardesty, Thomas G; Hunter, Daniel P; McKenna, Janette M; Meiers, Terri A; Miller, George J; Shortley, Joellen; Slosson, Kristy R; Sonkiss, Lynn C; Spanos, Irene; Stafford, Leigh-Anne; Ward, Christopher C; Weipert, Pamela L; Wootten, Garth E

**Subject:** FW: HIPAA eVote

For your consideration. Please vote on question #1 and question #2.

**From:** Brinker, Janet L  
**Sent:** Wednesday, May 17, 2017 11:06 AM  
**To:** Sonkiss, Lynn C  
**Cc:** Bertram, Kevin L; McKenna, Janette M  
**Subject:** HIPAA eVote

Hi Lynn –

I'm sending you the below eVote since you are chair of the Finance/Admin committee. Please send to the Finance/Admin LG for approval. Let me know if you have any questions.

Thanks,  
Janet

Finance/Admin Leadership Group:

Information Technology is requesting an eVote approval for the 2017 HIPAA Compliance Enhancement Program. This program is mandated to comply with a county-wide HIPAA Policy and follow HIPAA federal requirements. This is a funded project and was sized immediately after completing the Finance/Admin #1 priority project HIPAA Compliance - Risk Assessment due to its mandated nature. The Scope & Approach can be found at the following location:

[https://www.oakgov.com/it/pmo/Pages/leadership\\_grp/finance\\_admin/finance\\_admin\\_2017\\_18\\_master\\_plan\\_requests\\_default.aspx](https://www.oakgov.com/it/pmo/Pages/leadership_grp/finance_admin/finance_admin_2017_18_master_plan_requests_default.aspx)

Q1: YES or NO

Does the Finance/Admin Leadership Group authorize an electronic vote on this request?

Q2: YES or No

Do you approve to prioritize the 2017 HIPAA Compliance Enhancement Program as the new #2 priority in the Finance/Admin Leadership Group (Immediately below the #1 HIPAA Compliance - Risk Assessment project)?