

# Meeting Title: IT-McKesson Project Steering Committee

## MINUTES

5/19/14

12:00 P.M.

BOARD ROOM

FACILITATOR	Mark Prunoske
NOTE TAKER	Kathy Perry-Ernisse
ATTENDEES	Mark Halladay, Penny Dodge, Mark Prunoske, Donna Rugg, Wendy Schultze, Christine Principe, Hazel Robertshaw, Cathy Shannon, Janet Kerr
AD-HOC	Tom Weibel

### Agenda topics

<b>e-COMMERCE EXCHANGE</b>	
	<p>Tom Weibel, Director of Materials Management presented a business project proposal for: e-Commerce.</p> <p>e-Commerce exchange is a platform that electronically connects Thompson Health with its vendors to provide quick and simple exchange of supply chain related documents; PO orders &amp; acknowledgments, advanced notices for shipment and price discrepancies.</p> <p>The benefits of the e-Commerce platform over the current GHX system include:</p> <ul style="list-style-type: none"> <li>➤ It is a much more robust system – ability to run useful report</li> <li>➤ Time saver – less time for associates to perform manual tasks</li> <li>➤ System lets you know immediately if there is a cost or quantity issue- more accuracy</li> <li>➤ Utilize Thompson Health and URM's agreement with MedAssets</li> <li>➤ Cost effective – annual cost is \$7K verses the current GHX cost of approximately \$12K</li> </ul> <p>The resources required for this project include:</p> <ul style="list-style-type: none"> <li>➤ 6-8 hours network analyst</li> <li>➤ 10 hours system analyst</li> <li>➤ 10-12 hours vendor configuration</li> <li>➤ 10 hours of training</li> </ul> <p>The project cost:</p> <p>1<sup>st</sup> year           \$8,200.00 (includes implementation training, training of staff and the annual system cost.</p> <p>2<sup>nd</sup> &amp; 3<sup>rd</sup> year   \$7,000.00 per year</p> <p>Questions: <i>Will McKesson be involved?</i> Data exchange is done by e-Commerce. It would only be more utilizing the same routing.</p> <p><b>A motion was made by Penny Dodge, seconded by Hazel Robertshaw, to approve the purchase of the e-Commerce system as presented to the committee. Motion carried.</b></p>
<b>OTHER</b>	
	<p>Mark P shared with the committee that Cathy Shannon would be stepping down as Chairperson for the IT sub-committee due to time restraints but would remain an active member of the sub-committee. Mark thanked Cathy for her role and work on the sub-committee. Mark then introduced Janet Kerr who is taking over the Chair position going forward.</p>

	<p>Janet provided and reviewed a copy of the IT Sub-Committee Business Unit Proposal Checklist with the committee. This checklist is currently in draft state. (copy attached for view)</p> <p>Christine suggested for the Business Unit Project Proposal that criteria be added for selecting a vendor and for providing an RFP. Christine and Janet plan to work together to compose this document.</p>
	<b>NEXT MEETING</b>
	<b>Monday, June 16, 2014 at 12:00 Noon in the Board Room</b>