



BOARD OF DIRECTORS

ANDREAS BORGEAS
JUDITH CASE MCNAIRY
MIKE ENNIS
PHIL LARSON
DEBORAH POOCHIGIAN
PETE VANDER POEL
J. STEVEN WORTHLEY

**Meeting Location:
Tulare County Employees' Retirement
Association Board Chambers
136 N Akers St
Visalia, CA 93291
July 25, 2014 9:00 AM**

AGENDA DATE: July 25, 2014

ITEM NUMBER: 17

SUBJECT: Appoint the SJVIA Manager as the HIPAA Privacy Officer for the SJVIA effective immediately

REQUEST(S): That the Board of Directors Appoint the SJVIA Manager as the HIPAA Privacy Officer for the SJVIA effective immediately

DESCRIPTION:

With the continued growth of the SJVIA through the addition of new member entities, the need for an appointed HIPAA Privacy Officer is essential. When the SJVIA formed, a Privacy Officer from both the County of Tulare and the County of Fresno were appointed but those individuals are no longer employed with the Counties.

HIPAA requires that all health care organizations that transmit or maintain protected health information (PHI) designate a Privacy Officer. This individual should be of a high-level Management or Officer Position and will be the focal point for privacy compliance-related activities. The role of this position is to implement policies and procedures to ensure that PHI is kept secure. Also, as claims and eligibility issues arise within the SJVIA from either the two founding Counties or other participating member entities, there is a need to have an appointed person with access to potential PHI. This access is needed to assist with eligibility, claims, and other issues that may come up for SJVIA participants from any entity. All vendor partners of the SJVIA will be notified of the access granted to the HIPAA Privacy Officer and will be instructed to work through him/her as needed in situations where the privacy of information must be protected.

AGENDA: San Joaquin Valley Insurance Authority

DATE: July 25, 2014

Staff recognizes the sensitivity of this information and is recommending that the Board appoint the SJVIA Manager as the HIPAA Privacy Officer effective immediately.

FISCAL IMPACT/FINANCING:

None.

ADMINISTRATIVE SIGN-OFF:



Rhonda Sjostrom
SJVIA Manager



Paul Nerland
SJVIA Assistant Manager

**BEFORE THE BOARD OF DIRECTORS
SAN JOAQUIN VALLEY INSURANCE
AUTHORITY**

IN THE MATTER OF Appoint the SJVIA Manager as the HIPAA Privacy Officer
for the SJVIA Effective Immediately

RESOLUTION NO. _____
AGREEMENT NO. _____

UPON MOTION OF DIRECTOR _____, SECONDED BY
DIRECTOR _____, THE FOLLOWING WAS ADOPTED BY
THE BOARD OF DIRECTORS, AT AN OFFICIAL MEETING HELD _____
_____, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

BY: _____

* * * * *

That the Board of Directors appointed the SJVIA Manager as the HIPAA Privacy
Officer for the SJVIA effective immediately