

Variety of Duties of ICTS Advisory Committee

1. Make appointments to subcommittees;
2. Manage and direct questions and suggestions from member counties and staff by either sending the matter to the appropriate subcommittee and/or making recommendations to the ICTS Board;
3. Develop an annual work plan for ICTS to be submitted to the ICTS Board for approval;
4. Recommend an annual ICTS budget to the ICTS Board;
5. Submit any necessary substantive amendments to the work plan or budget to the ICTS Board for approval;
6. Develop recommendations as needed for updates and changes to ICTS documents;
7. Approve work and contracts necessary for projects within the parameters of the approved work plan and budget;
8. Review and monitor financial statements and reports;
9. Review financial controls, and assist and support audits of all major functions, e.g. finances, programs or organization;
10. Identify and pursue other sources of financing for ICTS;
11. Identify activities that enable and support secure electronic exchange of health information;
12. Oversee the development of security, privacy policies, and procedures;
13. Review all proposed changes to system design or operation for compliance with all current governmental rules;
14. Assist in and recommend policies to protect the confidentiality, integrity, and availability of ICTS data;
15. Create and sustain information security awareness;
16. Provide reference information and tools to assist users with security and privacy related issues that are prevalent within the network;
17. Identify and prioritize areas of opportunity for improvement and management of the requirement, design, and implementation of all projects;
18. Oversee design of infrastructure and delivery system changes necessary to achieve designation as an electronic health record system and to support ICTS initiatives;
19. Develop operational protocols and guidelines;
20. Define current baseline performance and targets for improvement;
21. Work with any ISAC affiliate to assist in technology implementation related to electronic clearinghouse services; and
22. Work on any objectives as directed by the ICTS Board of Directors.