### **HL7 Board of Directors Conference Call**

**Monday, September 21, 2015 2:00 PM ET**

**Dial-in: 770-657-9270**

**Passcode: 2627371#**

**\*6 to mute; \*6 to un-mute**

ExpectedBoard Members: Stan Huff, MD; Pat Van Dyke; Calvin Beebe; Ed Hammond, PhD; Hans Buitendijk; Jim Case, PhD; Floyd Eisenberg, MD; Jamie Ferguson; Liz Johnson; Diego Kaminker; Austin Kreisler; Frank Oemig, PhD; Jeremy Thorp

HL7 Staff Members: Charles Jaffe, MD, PhD; John Quinn; Mark McDougall; Karen Van Hentenryck

**Agenda**

# Roll Call/ agenda review – Huff called the meeting to order at 2:05 pm ET. No additions to the agenda were suggested.

# Request from HTA for Board to publish vocabulary licensing statement – Heather Grain – We did not discuss this item as Heather Did not dial into the call.

# Review/approval of the July and retreat minutes – MOTION by Van Dyke to approve both sets; seconded by Eisenberg. The motion carried unanimously.

# Chair’s report – Huff (10 minutes)

* Report out of Board election results – were reported out. They will also be announced at the Board meeting in Atlanta and at the general session on Wednesday morning in Atlanta.
* HL7 is convening an industry interoperability roadmap meeting on October 21st at the AMA headquarters in Chicago – This is an outgrowth of the Advisory Council retreat recommendations. Buitendijk asked if the invitation was open to all Board members. The invitation is open, although we are limited to 25 participants. We will touch base with any Board members wishing to attend in Atlanta when we know more about how many seats are left.
* Discuss plans for contracting with Tecker International Consultants to produce board effectiveness training for HL7’s 2016 Board – Huff, Hammond, Jaffe and others have discussed this. We want to have Board spend more time on strategy and less time on operations. The consultants may wish to interview Board members in advance to discover any issues. At the moment, the best time appears to be the beginning of the week of December 14-15. Buitendijk supports the meeting and asked if the meeting would also cover EC as well as Board and more largely the governance of the organization. Huff responded that this can cover all of those and discovering things that others have found useful in increasing the effectiveness of theirs boards. Kreisler asked if this is being thought of as something that is recurring. Huff thinks is may happen again, but he is not thinking about it as an annual event. If we can get a different mindset about what we are doing, this will become an understood part of the way we work and that can be shared with new Board members. Beebe asked if those going off the Board would be invited. Huff feels it would be important to include those who are rotating off the Board as they will continue to serve in a leadership roles. Both Huff and Hammond have volunteered to host. Oemig noted that the proposed dates fall on the HL7 Germany plenary meeting.
* MOTION by Hammond; seconded by Beebe: That we engaged Tecker, and approve up to $30k to conduct a two-day Board effectiveness training session, pre training interviews and travel funding for international Boardd members.
1. **CEO report** – Jaffe reported on the following
(Reference: CEO Report to Board.21Sep15.docs)
* We received notification that we received the funding for the single source grant from ONC. Awarded the full $400k grant, which is renewable for up to five years
* Also awarded a smaller grant for
* CDER demonstration grant – FDA has spoken to Jaffe about this. We are on the high end of the organizations being considered; funding will likely not be available until the first of the year
* 21st Century Cures bill – Battles going on behind caucuses are unclear. Jaffe will be speaking with the Senate Health Committee in a couple of weeks.
* Argonaut project update – Phase I has completed. Phase II is underway. Total amount that people have committed to phase II is $200k. over 90 implementers are
* Effective with Oct WGM, CIMI will become a WG. We’ve provided their participants with the member discounts at the meeting and supporting this. Huff noted we have a draft request that would be submitted to HL7 to become a WG. It is being circulated to the CIMI executive council.
* OHT – Hopefully, this should be finalized by the October meeting. Hopefully, they understand that they will be
* Pharma meeting – We’ve had progress in re-embracing the needs of Pharma. We are planning a meeting on Oct 22 in NYC with pharma leaders
* Clinical community – Several have been invited and are attending the Industry Roadmap meeting in Chicago.
* Goals – Jaffe has distributed his objectives in balanced scorecard format. He asked for feedback on the strategic elements. Those who would like to comments should email or call Jaffe.
* **MOTION** by Hammond; seconded by Van dyke: To accept CEO report. The motion carried unanimously.
1. **CTO report –**  Quinn noted there was topic overlap between CEO and CTO reports.
* Grants – Jaffe already announced that we’d been awarded two of the grants.
* **MOTION** by Hammond; seconded by Case: To approve the appointment of Ted Klein, Julie James and Jean Narcisi for a two year term on the HL7 Terminology Authority. The motion carried unanimously.
* IHTSDO – Continuing discussions with IHTSDO on making value sets available. We need an IP attorney. Case noted that IHTSDO needs scope of our requests before they can more this forward. Case feels just codes and descriptions will likely be shared. The question is how much content.
* **MOTION** by Van Dyke; seconded by Kaminker: To accept CTO report. The motion carried unanimously.
1. **Update from the Internationalization Task Force –**Pat Van Dyke reported that the group continues to refine the models that we ended up with after the retreat. We are working our way through balloting of standards, governance, etc. We are about half way through the work and will request time on the October Board meeting agenda.
2. **Update from retreat projects – (15 minutes)**
* MORE (Make Outreach Real Everywhere) group – McDougall noted that we will meet F2F in Atlanta. They’ve identified the top 6 groups they wish to collaborate with. They spent time reviewing a PowerPoint presentation provided by Jeremy around a project that he is working with. They’ve made some progress on some of the target groups such as ONC. They added NCI to the list of targeted groups. They also added goals for additional collaboration. So they wish to establish goals for each collaboration and a plan for achieving the goals.
* Implementation group – Beebe noted they have been meeting regularly. Kreisler is focusing on an education component of the overall implementer business planning. Looking at setting up a professional implementation for certification the industry. Original idea was that it would look like the PMI certification. They’ve also been discussion implementers user groups and the particular types of implementer memberships will be offered. Individual memberships are off the table. Still lots of details to iron out, but the education piece looks particularly promising.
* Draft letter to Senate – We were asked to sign several letters to Senate health committee. Several of them diverged from what was in HL7’s interest. At the Executive Committee level we decided not to sign several of the letters that we were asked to sign.
* HL7 (Roadmap) Guidance – Hammond reported that we will have the paper completed by the first of the year.
* Framework for rating an organization’s interoperability – Eisenberg has nothing to report at this time. He did have some discussions with Hammond and the CIC and the discussion were around standardization of registries and use of standard terms for registries.
1. **New business** – Hammond congratulated Chuck Jaffe as he is delivering on grants and in other areas.

Eisenberg suggests we create principles around testing tools so we can follow them. Jaffe noted at the level of the FHIR Management Board there has been a commitment to develop tools. Some of these have not been successful and have been shut down. If tools are available from the HL7 site, we need to ensure that the tool will continue or the commitment to provide it. Given our current budget, Huff does not support HL7 developing testing tools.

Call adjourned at 3:25 pm ET.