

HL7 Board of Directors Meeting
Tuesday, May 15, 2018
12:30 – 1:30 Luncheon – Rotisserie
1:45 – 5:00 pm Board meeting – Restaurant Bellevue
Maritim Hotel, Cologne, Germany

Board Member Participants: Calvin Beebe; Pat Van Dyke; Russ Leftwich, MD; Hans Buitendijk; Frank Oemig, PhD; Melva Peters; Line Saele; Dave Shaver; Mary Ann Slack; Walter Suarez, MD; Andrew Truscott; Ed Hammond (chair emeritus)

Regrets: Jennifer Covich Bordenick, Austin Kreisler, Nancy Orvis

HL7 Staff Member Participants: Charles Jaffe, MD, PhD; Wayne Kubick; Mark McDougall; Karen Van Hentenryck

Affiliate Chair Participants: Fernando Campos (HL7 Argentina); Stefan Sabutsch (HL7 Austria), Melva Peters (HL7 Canada); Joha Mykkanen (HL7 Finland); Francois Macary (HL7 France); Christof Gessner (HL7 Germany); Giorgio Cangioli (HL7 Italy); Peter Jordan (HL7 New Zealand); Michio Kimura (HL7 Japan); YeyLine Saele (HL7 Norway); Rob Mulders (HL7 The Netherlands); Roman Radomski (HL7 Poland); Roeland Luykx (HL7 Switzerland)

Agenda

- 1. Welcome, establish quorum and agenda review** – Beebe called the meeting to order at 1:47 pm ET. The agenda was reviewed. No additional items were suggested.
- 2. Approval of the consent agenda – MOTION by the EC:** To approve the consent agenda. The motion carried unanimously.
- 3. Treasurer's report** – Leftwich reported on the following:
 - Membership revenue – Memberships have dropped since licensing IP for free. While still dropping, the drop has levelled off.
 - WGM revenue/expenses – Attendance seems to be ticking up slightly. Revenue and expenses are therefore also increasing resulting in slight increase in net revenue. When you do not factor in cost of staff time for WGM, WGMs are break even.
 - Education revenue/expenses – Revenue from onsite workshops/certification and webinars has decreased significantly over the last several years. **ACTION ITEM**: Invite Sadhana Alangar (our Education Director) to provide a report on the updated strategic plan for education.
 - Highlights of 2018 budget:
 - Includes \$120k in margins on the ONC funded projects
 - Includes the impact from four Board approved increases effective January 1, 2018:
 - OID price to \$250 for members and \$500 for non-members expected to generate \$160k more in 2018
 - Average of 5% increase to ORG dues over 2 years expected to produce \$62k more in 2018
 - 5% increase to registration fees over 2 years expected to generate \$35k

- more in 2018
 - Benefactor dues for governmental agencies to increase to \$35k over 2 years (\$39k more in 2018)
 - Expected to add \$412k to 2018 revenues
 - Noteworthy 2018 YTD Revenue Highlights
 - Membership revenues are progressing on budget
 - January WGM was the largest WGM of all time attracting 624 attendees and \$505k in revenues
 - Concerned that the HL7 FHIR DevDays program may not generate the budgeted the revenues of \$464k
 - As of May 2nd, the number of registrants is about 40% of the anticipated 350 attendees
 - Since this is our first DevDays event in the US, it is difficult to predict final registration counts
 - Assuming that the DevDays program attracts the budgeted revenues, currently forecasting a yearend total of \$5.947M which is \$44k over budget. Should DevDays not achieve budgeted revenues, the yearend revenues will certainly be under budget
 - 2018 Budget Expense Highlights
 - Includes \$308k in new or expanded resources:
 - \$85k website enhancements per EC
 - \$48k for administrative assistant position to support education expansion, more marketing and meeting related duties from absorbing Lillian's position
 - \$35k more for expanding marketing deployment
 - \$25k for part-time IT support that is currently be funded by Tooling budget
 - \$15k for Leadership Development training costs
 - \$50k CTO comp
 - \$50k more for tooling resources
 - DevDays - There is concern about DevDays. Registrations are coming in slower than expected (at a month out we are at 161 attendees, many of whom are non-paying faculty). Also, the venue and city are quite expensive. McDougal clarified that we reserved a block to keep room rates down for attendees. In fact, the rates are still the lowest available. However, we are currently at risk for having to pay a penalty for sleeping room attrition as current registrants are not booking at either of the event hotels. If no one else books our penalty will be \$109k. With the advent of AirBnB and similar sites, the trend of participants not booking at event hotels will likely continue and should be a lesson learned. McDougall noted that we've released our rooms in the hope that the Hyatt will re-sell on our behalf. They will sell their own inventory before our, so it is uncertain how this will impact our exposure. The Holiday Inn has apparently sold all the rooms we released to them.

MOTION by Suarez: To accept the Treasurer's report; seconded by Buitendijk. The motion carried unanimously

4. **Follow up presentation from the Leadership Development and Nomination Committee**
 - Van Dyke reviewed the members of the LDNC. Nominations are now open through June 15. The following positions are up for election this year:
 - Chair elect

- Secretary (position current held by Buitendijk, who can be re-elected)
- 2 at-large Directors (positions currently held by Peters and Orvis, both of whom may be re-elected)
- Affiliate Director (position currently held by Oemig, who may not be re-elected)

In terms of leadership training, the LDNC presented at the last Board meeting and was sent back to do additional work on costs. We have done outreach to get a sense of interest in the training and cost tolerance. The LDNC plans to bring this back to the June Board call.

- 5. Preponderance of influence** – Kubick noted that we talked briefly about this issue at a previous call. We need a statement from the Board that addresses why this is an issue. Grahame Grieve noted that people come to him as the FHIR product manager when they feel things are not going as they should or are unfair. Leadership comes with accountability. Grahame would like a statement from the Board that acknowledges this is a problem and delegate the development of set of recommendations/actions that would lead to fairer outcomes to the management groups. Grahame counsels individuals in this area but some don't listen. Buitendijk noted we also need to manage conflicts of interest. Truscott agrees that this is a problem and we should address it in a transparent way. Many people have many fingers in many pies, but this should not always be viewed negatively. Saele noted that people who do the work of HL7 are volunteers, so we don't want to create rules that prohibit that. Grieve agreed. Most people are very good about this. We need rules in place for the very few number of individuals who are not listening. Suarez feels we should focus on how to handle the few cases of preponderance of influence. Leftwich noted there is sometimes a fuzzy line between leadership and preponderance of influence. He noted that preponderance can come from non-leaders. Truscott supports creating a policy. **MOTION** by Truscott: That Kubick lead a committee that includes Kreisler, Grieve and Beebe to develop a statement from Board on this issue for review at the summer retreat; seconded by Leftwich. The motion carried unanimously.
- 6. Product roadmap strategy update** – The roadmap will be a 3 Year projection of standards development priorities for the major product families: FHIR, V3 CDA, V3 RIM/messages, V2, CIMI. Next step for Wayne is to share his thoughts with the product management groups.
- 7. Tooling plan update** – Kubick presented the highlights. It is a 3-year horizon and contains 4 categories of tooling: collaboration, standards development, administrative support, implementation support. Projects and major milestones to be recorded on wiki. He discussed the tooling trap, which was based on a paper that Grieve put together several years ago.

MOTION by Suarez to offer board support for hiring a tooling specialist and explore how tooling could be a revenue activity; seconded by Truscott. The motion carried unanimously.

- 8. GDPR** – Kubick noted that HL7 may need to issue privacy statements and encouraged the Board to be proactive as it relates to this issue. We could prepare a white paper that summarizes the effect of GDPR on HL7. Ask PAC to help summarize but they also need to talk to the affiliates and there is some work to be done by HQ. Kubick noted that some work has been done by the WGs. Buitendijk suggested we should reach out to the affiliates for advice.

- 9. Project Gemini** -This is a joint venture of IHE and HL7 to advance the use of FHIR for interoperability. Saele suggested the collaboration include the affiliates as well. The project was formed because both organizations are doing similar work in parallel. Our missions/visions are almost identical. There is a perception that there has been competition between the organizations. Suarez suggested exploring similar opportunities with GS1 and other SDOs. Kubick noted that Gemini requires no investment of funds, just collaboration. No projects have been identified. Asia and Europe have done a better job combining the efforts of both organizations, which makes procurement of funding easier. Working together gets us there faster. Truscott noted that this is a collaboration, FHIR is a way to get there. So, he would be happier if it didn't mention FHIR. Chronaki agreed, indicating that she sees little leverage if the collaboration is based on FHIR.

10. Closed session –

Meeting adjourned at 5:05 pm ET