

2020-10-05 Meeting Agenda

Present	Name	Affiliation
x	Walter Suarez	HL7 Chair
x	Calvin Beebe	Past Chair (vice chair)
x	Floyd Eisenberg	Treasurer
x	Melva Peters	Secretary
x	Ed Hammond	Chair emeritus
	Peter Jordan	Affiliate Director
x	Diego Kaminker	Affiliate Director
x	Ken Kawamoto	HL7 Director
x	Austin Kreisler	TSC Chair
x	Janet Marchibroda	HL7 Director
x	Viet Nguyen	HL7 Director
x	Dave Shaver	Appointed Director
	Julia Skapik	HL7 Director
x	Micky Tripathi	Appointed Director
x	Andrew Truscott	Appointed Director
x	Chuck Jaffe	CEO
x	Wayne Kubick	CTO
x	Mark McDougall	Executive Director
x	Karen Van Hentenryck	Assoc. Executive Director

Agenda Topics

Time	Agenda Item	Meeting Minutes from Discussion
12:00 - 12:03 PM ET	Roll call/agenda review - Walter	Quorum was established and the meeting called to order at 12:07 PM ET. The agenda was reviewed with no suggested additions/modifications.
12:03 - 12:05 PM ET	Minutes Approval Sept 19 call - Walter	<u>MOTION</u> by Floyd to approve the minutes; seconded by Calvin. The motion carried unanimously.

Time	Agenda Item	Meeting Minutes from Discussion
12:05 - 12:15 PM ET	<p>Image Dashboard presentations- HQ staff</p> <ul style="list-style-type: none"> Dashboard HL7 Brand Image Questions.pdf 	<p>Andrea and Pat provided an overview of the Image dashboard. Andrea presented the image section. The dashboard was presented to the EC and some changes made. All Board members have access to the dashboard now. It will be updated 3 times annually. We will be updating the dashboard again before the end of the year. Any suggested changes/additions to the dashboard should be forwarded by next Monday, October 12.</p> <p>Pat reviewed the financial section of the dashboard, which included expenses/revenue from meetings, education and membership.</p> <p>Walter feels this is a great tool for the Finance Committee. It was developed as an informative tool for the EC and Board.</p> <p>Wayne feels we need to update the grants section as it includes grants and Accelerators. We need to differentiate direct costs to HL7 vs. actual grants.</p> <p>Floyd asked about the membership. Mark provides different numbers to Finance, which is \$\$ accrued to date. The dashboard is based on money received.</p> <p>Janet asked about media mentions and what the overlap is between HL7 and FHIR. Do all mentions of HL7 include FHIR. She would also like to see grants and Accelerators broken out.</p> <p>Ed commented that you would never know this is an international organization and may want to include something in that area.</p>

Time	Agenda Item	Meeting Minutes from Discussion
12:15 - 12:20 PM ET	Chair's remark - Walter	

<p>12:20 - 12:25 PM ET</p>	<p>CEO remarks</p> <ul style="list-style-type: none"> Board appointments 	<p>Chuck reported on the following:</p> <ul style="list-style-type: none"> The re-envisioning taskforce has been reaching out to stakeholders for funding. To date, Chuck has been able to secure more than enough funding to handle change management and other needs. HL7 has obtained 3 awards for the upcoming fiscal year. The first is a continuation of the cooperative agreement we've had with ONC. We will receive \$1.36M, of which \$350k are paid to Boston Childrens. Two new opportunities include a CDC Public Health COVID-19 grant, which is 4 years, \$2M and that also has some contributions to Boston Childrens Hospital. Finally, a US Ream fixed contract was received and will be 5 years for \$2M. CEO appointed Board members - Carolyn Peterson, professor at the Mayo clinical and leader in Healthcare informatics, chair of HITAC was nominated by Chuck for CEO Board position. The other being nominate is Karen DeSalvo, now at Google Health and professor at Dell Medical School. <p>Walter thanked Chuck for his fundraising skills as well as Wayne, Dave Hamill and Karen for their efforts related to the 3 grants. Janet congratulated the group and asked who provided the US Realm grant. ONC provided the funds for all 3.</p> <p>MOTION by Viet to approve 2021 CEO Recommended Board appointees; seconded by Diego. The motion carried unanimously.</p> <p>HQ will do press releases about these appointees but that will require approval from Google and Mayo.</p>
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Time	Agenda Item	Meeting Minutes from Discussion
12:25 - 12:30 PM ET	CTO remarks <ul style="list-style-type: none"> January WGM rescheduling 	<p>Wayne reported on the following:</p> <ul style="list-style-type: none"> Most of his activities in recent weeks have been around the grants and contracts Revised dates for the Jan WGM. It overlaps with X12, is on a major Australian holiday, so Grahame and others won't be able to attend. Some suggestions were made to change the dates. Austin noted there are ripple dates around things like balloting with less time to do that. Going forward we clearly have to consider other things. Wayne suggests that the co-chairs' meeting this Thursday we do a poll to suggest a few alternatives, including (1) leaving where it was originally, (2) move the call to Tuesday - Saturday of original week (3) leave it at its new date. <p><u>DECISION:</u> Feedback from co-chairs will be provided to EC ton Monday's call and they will make the decision.</p>

Time	Agenda Item	Meeting Minutes from Discussion
12:30 - 12:45 PM	Debrief from WGM (15 minutes)	<p>We do a survey to attendees and awaiting the results.</p> <p>Austin noted that some people are not all that enthused with use of Whova as there are clear technical problems with the app and has caused issues with co-chairs seeing the chat.</p> <p>Melva was surprised at how productive her work group was. She also noted that people that don't usually participate did participate. Definitely some issues with the platform.</p> <p>Viet noted Whova issues were significant. He also agreed that online lowers the barrier.</p> <p>Calvin agreed with Melva that there were more people participating. Some people missed the sidebars they get at breaks.</p> <p>Walter thanked the staff for their efforts.</p>

<p>12:45 - 1:30 PM ET</p>	<p>Next steps on Re-Envisioning Strategy</p> <ul style="list-style-type: none"> • Format of Oversight committee, Task Groups • Communications Group <ul style="list-style-type: none"> ◦ Start ◦ Prepare Communications Plan for release of initial priority recommendations ◦ Strategy <ul style="list-style-type: none"> ▪ Meeting with TSC - Wayne/Austin ▪ New TSC Structure BoD.pptx ▪ IC, Co-Chairs ▪ Membership Listening sessions 	<p>Walter noted that the enlarged Re-envisioning group met last Thursday and was able to identify co-chairs for most of the committees.</p> <ul style="list-style-type: none"> • The doc naming co-chairs was reviewed. • Micky confirmed his appointment as co-chair of the Focus group. any Board members who wish to be on a subgroup or suggest someone to serve may do so. Austin suggests that folks from the WDWG be on the relevant group. • Walter and Chuck Jaffe will chair the Global Relevance 4 group, but can probably be led by HQ. • Affiliates - Ed Hammond and Melva Peters to chair. Peter Jordan and Diego will participate as well • Streamline TSC and related structures - TSC • Streamline processes - Wayne, Melva and Austin will chair • New Internal HL7 structure - Chuck and Diego to chair • Sustainability - new revenue - Janet is chair. It would be good to have an international co-chair but we need some time to think about it. Floyd suggested Jason from HL7 Australia. • Sustainability cost containment - Floyd will co-chair. We are looking at someone on Da Vinci team. • Sustainability education - Viet will co-chair. David Pyke was suggested as the other co-chair. • Community - Diego will co-chair. Dave Shaver will co-chair through the end of the year. • Communications Strategy - Walter and Chuck will chair, with HQ staff assisting. <p>Subgroups above should identify</p>
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		<ul style="list-style-type: none"> • Actionable items • Deliverables • Timelines • Budget <p>Viet asked how we will communicate this out to the membership and ask for their participation. Chuck responded this is part of the communication plan.</p> <p>Walter feels we want to move things forward in the next month. We need a communication about every month. Next communication should include the subgroups, etc.</p> <p>Austin report on the TSC recommendations:</p> <p><u>MOTION</u> by Floyd: To accept the TSC recommendations and to allow TSC to communicate with those who need to be communicated with to make these changes seconded by Calvin. The motion carried unanimously.</p> <p>Discussion:</p> <ul style="list-style-type: none"> • Wayne wants to share part of this on on the co-chair calls on Thursday. He also commended Austin on his work/leadership in this area. • Calvin also thank Austin for his work in this area.
1:30 PM ET		Adjourned at 1:43 pm ET.