

# 2020-12-07 Meeting Agenda

<b>Present</b>	<b>Name</b>	<b>Affiliation</b>
X	Walter Suarez	HL7 Chair
X	Calvin Beebe	HL7 Chair elect (vice chair)
X	Floyd Eisenberg	Treasurer
X	Melva Peters	Secretary
X	Ed Hammond	Chair emeritus
X	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	Director
	Dave Shaver	Appointed Director
X	Julia Skapik	HL7 Director
	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
	Welcome/Quorum/ Review of agenda - Walter	<p>Walter called the meeting to order at 12:04 PM ET.</p> <p>The agenda was reviewed. No changes or editions were requested.</p>
	Approval of Minutes from last Board meeting - Walter	<p><b><u>MOTION</u></b> by Floyd to approve the minutes; seconded by Viet. The motion carried unanimously.</p>

	<p>Chair's report - Walter</p> <ul style="list-style-type: none"> <li>○ Thank you to outgoing Board members: <ul style="list-style-type: none"> <li>▪ Calvin Beebe, 4 year term of Chair-elect, Chair and Vice Chair</li> <li>▪ Melva Peters, Board Secretary</li> <li>▪ Ken Kawamoto, Director at Large</li> <li>▪ Dave Shaver, Board Appointee</li> </ul> </li> <li>○ Recognition to incoming Board members: <ul style="list-style-type: none"> <li>▪ Andy Truscott, Chair-elect</li> <li>▪ Virginia Lorenzi, Board Secretary</li> <li>▪ Lenel James, Director</li> <li>▪ Janet Marchibroda, Director</li> <li>▪ Diego Kaminker, Affiliate Director</li> <li>▪ Karen DeSalvo, Board Appointee</li> <li>▪ Carolyn Petersen,</li> </ul> </li> </ul>	<p>Walter spoke to the following:</p> <ul style="list-style-type: none"> <li>• Outgoing Board members were thanked for their service. Incoming members were also recognized.</li> <li>• The schedule of proposed calls for 2021 was reviewed. We may wish to add an October Board meeting (one is currently not scheduled as it would fall only two weeks prior to the Sept WGM). Austin suggested a joint Board/TSC meeting immediately following the Board retreat.</li> <li>• HL7/HIMSS bilateral agreement. Chuck has been meeting with Hal Wolf about once a month. He and Hal have talked about adding collaboration on Policy to the agreement.</li> </ul>
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Time	Agenda Item	Meeting Minutes from Discussion
	<div data-bbox="574 268 714 331">Board Appointee</div> <ul style="list-style-type: none"> <li data-bbox="435 342 722 405">○ Renewing the HIMSS/HL7 SOU</li> <li data-bbox="435 415 732 520">○ 2021 proposed schedule of EC and Board calls</li> </ul>	

	<p>CEO report - Chuck</p> <ul style="list-style-type: none"> <li>• Outlook for 2021</li> </ul>	<p>Chuck reported on the following:</p> <ul style="list-style-type: none"> <li>• Outreach to NGOs included AMA, AMIA, CareQuality/Sequoia, CHIME and Commonwell, among others. There has been a shift in the relationship with CHIME and we with their incoming chair, we can anticipate more positive changes. Policy commitments from eHI, and AMIA, and bringing HIMSS to the table will be powerful. Klas is now recognizing FHIR as a major capability for evaluating vendors</li> <li>• Outreach to US agencies. Considerable outreach to CDC, CMS, FDA, NLM and ONC.</li> <li>• Accelerating APIs in Healthcare.</li> <li>• The challenge for NIH</li> <li>• NIH commitment to FHIR - Accelerate use of FHIR by researchers.</li> <li>• Future HIN developments include VSAC-on-FHIR and Extended apps for research.</li> <li>• Outreach to global agencies and NGOS, including GDHP, ISO, HIMSS Global and WHO and affiliate health organizations</li> <li>• Re-envisioning - significant progress has been made. Initial funding of \$250k has been committed to support re-envisioning efforts</li> <li>• Looking ahead - more focus on progress on security and privacy. The focus on education and training can't be limited. Part of our</li> </ul>
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		<p>           outreach will be to establish the capabilities of FHIR not as a draft standard but as a vital contribution to the means by which health data is exchanged in key sectors, both public and private. We will have a testing and certification program in 2021. We have an opportunity to collaborate with other NGOs and private sector orgs to make certification/testing part of our portfolio. We will also be growing the community. This will improve the way we deliver care to people. Sustainability will require us to understand risk-reward strategies.         </p>

	<p><a href="#">CTO report</a> - Wayne</p> <ul style="list-style-type: none"> <li>Outlook for 2021</li> </ul>	<p>Wayne reported on the following:</p> <ul style="list-style-type: none"> <li>Highlights of 2020 <ul style="list-style-type: none"> <li>Strong ONC collaboration</li> <li>UTG and Terminology.HL7.org</li> <li>Adapting to COVID</li> <li>Improvements to IG publisher and other tools</li> <li>Simplification of process</li> </ul> </li> <li>Next year <ul style="list-style-type: none"> <li>ONC grant projects include expanded support of IG publishing and other FHIR systems, C-CDA web publishing, assessing and enhancing systems, 5 COVID project areas and project US@ for US mailing addresses</li> <li>Focus on finishing initial releases for JIRA balloting and tracking, transition to workflow forms,, retiring GForge, outdate systems and obsolete content</li> <li>Replacement of association management and other ballot systems</li> <li>Increase use of HL7 systems by affiliates</li> <li>Ongoing maintenance and enhancement of multiple system</li> </ul> </li> <li>Summary observations <ul style="list-style-type: none"> <li>Rollout of many new systems increases support burden. Need</li> </ul> </li> </ul>
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		<p>to consider long-term obligations should ONC support lessen. May need additional staff over time</p> <ul style="list-style-type: none"> <li>○ Burden of change in adapting to new systems stresses the org</li> <li>○ HL7's international volunteer community. Requires time and patience to invest before benefits are felt</li> <li>○ A prime objective for 2021 is to achieve greater stability of infrastructure and allow organization to adjust</li> </ul>
	<p>Closed Session (Chuck, Wayne, Mark and Karen will be excused)</p> <ul style="list-style-type: none"> <li>• Review results of the contractual 2020 incentive plans with the CEO, CTO and AMG – Walter</li> <li>• MOTION: For the Board to approve the 2020 results of the contracted incentive plans for the CEO, CTO and AMG staff</li> </ul> <p>HL7 Board of Directors - Evaluation Results - CONFIDENTIAL final.pptx</p>	<ul style="list-style-type: none"> <li>• MOTION by Viet - seconded by Calvin - For the Board to approve the 2020 results of the contracted incentive plans for the CEO - Carried unanimously</li> <li>• MOTION by Diego - seconded by Viet - For the Board to approve the 2020 results of the contracted incentive plans for the CTO - Carried unanimously</li> <li>• MOTION by Diego - seconded by Melva - For the Board to approve the 2020 results of the contracted incentive plans for AMG - Carried unanimously</li> </ul>



<b>Time</b>	<b>Agenda Item</b>	<b>Meeting Minutes from Discussion</b>
	Open session continues after inviting Chuck, Wayne, Mark and Karen to return to the call	
	Update on Re-Envisioning – Walter and Chuck	Deferred
	Update from the Finance Committee – Floyd	Floyd reported that the Finance Committee has had a call with their financial advisor about the investments and will be meeting annually going forward. We'll also be looking at our formula for how much of our funds sits in CDs, etc. They will bring recommendation back to the Board in January. Half of our investments needs to be kept in treasurer bonds that have very low risks and the other half kept in more volatile but higher performing tools. At the time that decision was made our reserves were a higher percentage of our operating costs. Our reserves are now much higher than our operating costs, which offers some investment opportunities. What we don't know at this time is what the re-envisioning costs will be how that might affect our investing decisions.

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	<p>Current plans for future WGMs – Mark</p> <ul style="list-style-type: none"> <li>• All 2021 WGMs will be produced virtually</li> <li>• 2022 WGMs with contracts include:               <ol style="list-style-type: none"> <li>1. January 14-22, 2022 at the Hilton Lake on Las Vegas</li> <li>2. May 2022 currently anticipate producing it virtually</li> <li>3. September 2022 at the Renaissance Harbor Place Baltimore Hotel</li> </ol> </li> <li>• 2023 WGMs with contracts include:               <ol style="list-style-type: none"> <li>1. January 2023 WGM currently anticipate producing it virtually</li> <li>2. May 5-13, 2023 WGM at the New Orleans Hilton Hotel</li> <li>3. September 2023 currently without a contract so anticipate producing it virtually (subject to change)</li> </ol> </li> </ul>	<p>Deferred</p>
		<p>Walter thanked Board Members, AMG Staff and Executive for their contribution to an amazing year.</p> <p>Adjourned at 1:35pm</p>