

# 2021-04-05 Meeting Agenda

| <b>Present</b> | <b>Name</b>          | <b>Affiliation</b>           |
|----------------|----------------------|------------------------------|
| X              | Walter Suarez        | HL7 Chair                    |
| X              | Andrew Truscott      | HL7 Chair elect (vice chair) |
| X              | Floyd Eisenberg      | Treasurer                    |
|                | Virginia Lorenzi     | Secretary                    |
| X              | Ed Hammond           | Chair emeritus               |
| X              | Karen De Salvo       | Appointed Director           |
| X              | Lori Evans Bernstein | Appointed Director           |
|                | Lenel James          | HL7 Director                 |
| X              | Peter Jordan         | Affiliate Director           |
| X              | Diego Kaminker       | Affiliate Director           |
| X              | Austin Kreisler      | TSC Chair                    |
| X              | Janet Marchibroda    | HL7 Director                 |
| X              | Viet Nguyen          | HL7 Director                 |
| X              | Carolyn Petersen     | Appointed Director           |
| X              | Julia Skapik         | HL7 Director                 |
| X              | Chuck Jaffe          | CEO                          |
| X              | Wayne Kubick         | CTO                          |
| X              | Mark McDougall       | Executive Director           |
| X              | Karen Van Hentenryck | Assoc. Executive Director    |

## Agenda Topics

| <b>Time</b>         | <b>Agenda Item</b>               | <b>Meeting Minutes from Discussion</b>  |
|---------------------|----------------------------------|---|
| 12:00 - 12:02 PM ET | Roll call/agenda review - Walter | Walter called the meeting to order at 12:05 PM ET. The agenda was reviewed; no changes were suggested |

| Time                      | Agenda Item  | Meeting Minutes from Discussion   |
|---------------------------|--|---|
| 12:02 -<br>12:05<br>PM ET | <p>Consent agenda - Walter</p> <ul style="list-style-type: none"> <li>• Approval of March 1 meeting minutes</li> <li>• Approval ADA SOU Renewal</li> </ul>               | <p><b><u>MOTION</u></b> by Andy to approve the consent agenda; seconded by Floyd. Floyd noted that there was one correction that he let Karen know about earlier and she has corrected. The motion carried with one abstention (Lori).</p> <p>Since this was Lori's first Board meeting, she introduced herself.</p>  |
| 12:05 -<br>12:10<br>PM ET | <p>Chair's report</p> <ul style="list-style-type: none"> <li>• 2022 meetings (WGM, Connectathons, etc.)</li> <li>• Board nominations</li> <li>• Board retreat</li> </ul> | <p>Walter discussed the following:</p> <ul style="list-style-type: none"> <li>• Board retreat - we will have a board retreat this year but it will be virtual. We will have one that is joint with the TSC. Normally, the Advisory Council would meet the day before, but since this is virtual, we'll work with the Advisory Council to work on scheduling.</li> <li>• Board nominations - we will have elections. We have asked Andy to chair the nominations committee as Calvin has now retired. Andy has graciously accepted this position</li> <li>• 2022 meetings - The May WGM will be virtual but on UTC. In 2022, we have 2 in person meetings that are booked. In Jan we have an in person meeting scheduled in Henderson, NV and in September we have another in person meeting. We are still working on what to do for the May 2022 WGM. Since we are uncertain what the state of the pandemic will be in January 2022, we are still considering whether to do an in person for January</li> </ul> |

| Time                      | Agenda Item        | Meeting Minutes from Discussion  |
|---------------------------|--------------------|--|
| 12:10 -<br>12:50<br>PM ET | CEO report - Chuck | <p>Chuck reported on the following:</p> <ul style="list-style-type: none"> <li>Logica sandbox - This is used by many HL7 members so we need to ensure that it continues to be available. Options are being explored. <b><u>MOTION</u></b> by Viet to authorize Chuck to continue to work with Logical on possible transfer of sandbox and with IOI; seconded by Julie. Friendly amendment by Austin to include FC committee. The motion carried unanimously.</li> <li>Vaccine Certification Initiative: Chuck has been involved in many calls over the last few weeks related to this.</li> <li>Vaccine scheduling - This is a project separate from VCI and is about vaccine scheduling. Has been worked on by Argonaut for the last 3 years. Having the connectathon is essential according to ANSI. Argonaut is not moving forward with SMART booking. Chuck noted this would be paid for by ONC. <b><u>MOTION</u></b> by Andy to confirm HL7 participation in this connectathon; seconded by Floyd. The motion carried unanimously.</li> </ul> |

| Time               | Agenda Item  | Meeting Minutes from Discussion  |
|--------------------|--|--|
| 12:50 - 1:10 PM ET | <p>CTO report - Wayne</p> <ul style="list-style-type: none"> <li>TSC Chair</li> <li>AMS recommendation</li> </ul> <p>AMS Replacement - Funding Request - 2021-04-01.pptx</p> | <p><b><u>PROPOSED MOTION</u></b>: To approve funding for the new AMS.</p> <p>Wayne:</p> <ul style="list-style-type: none"> <li>AMS replacement - We've been aware that the AMS used by HQ is obsolete. It has a number of customer integrations and is not scalable. We clearly need to replace it. We've gone through requirements, selected 3 final vendors. It will take at least 6 months to get the work done. We think we could make the transition to the new system since we are virtual until Jan. We will need some consulting health. Seeking a funding request that is not in the budget for \$500k. The Finance Committee understands that there will be request but they haven't reviewed. Virginia wants to know if this will be transparent to HL7members. Wayne does not think it will have much impact to members other than additional features. We need to manage this change with the membership. Walter suggest if people are comfortable, we can approve the funding request, contingent on FC review, or we can do in reverse and approve after FC review. Floyd suggests we approve contingent on FC approval. <b><u>MOTION</u></b> by Floyd: That the board approved this continent on FC review/approval. Seconded by Janet. The motion carried unanimously.</li> </ul> |
| 1:10 - 1:15 PM ET  | <p>RFP for Change Management - Chuck/Walter</p> <ul style="list-style-type: none"> <li>Seeking members of the evaluation group</li> </ul>                                    |  |

| Time              | Agenda Item   | Meeting Minutes from Discussion  |
|-------------------|---|--|
| 1:15 - 1:30 PM ET | <p>Finance Committee Business - Floyd</p> <ul style="list-style-type: none"> <li>Approval of revised investment policy as endorsed by the FC and EC</li> <li>ROI consultant</li> </ul> <p>Finance Committee recommended update to investment policy 2021-03-02.docx</p> | <p>Floyd report had a report/discussion with our investment counselor. Currently policy is that at least 50% of our investment be in secure and the rest in moderate risk. The FC is suggesting a change as noted in the motion below.</p> <p><b><u>MOTION</u></b> by Finance Committee, endorsed by the EC: To revise our investment policy as follows: permissible investment have at least 35% in CDs and government backed securities and up to 65% in moderate risk investments in the market, and that the Finance Committee meet quarterly with our financial manager. The motion carried unanimously.</p> <p>Walter thanked the entire Finance Committee for their work.</p> <p>Floyd also reported that the Finance Committee had recommended that we hire an outside general ledger consult who can help us set up books up to report profit and loss. This aligns well with the AMS replacement. We don't yet have a proposal but will come back to the Board with a proposal in the near future.</p> <p>Jenifer Stahl was appointed by Walter to the PAC and he wanted to ensure that the Board was aware of that.</p> |
| 1:30 PM ET        |   | Adjourned at 1:36 PM ET  |