

HL7 Board of Directors Meeting
Monday, June 4, 2018
Noon ET

Expected Board Member Participants: Calvin Beebe; Pat Van Dyke; Hans Buitendijk; Russ Leftwich, Jennifer Covich; Austin Kreisler; Frank Oemig, PhD; Melva Peters; Line Saele; Dave Shaver; Walter Suarez, MD;; Ed Hammond, PhD (chair emeritus), Nancy Orvis (joined late)

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

Agenda

1. **Welcome, establish quorum and agenda review** – Beebe called the meeting to order at 12:02 pm ET. The agenda was reviewed. Buitendijk suggested an update on DevDays.
2. **Approval of May 15 Board meeting minutes – MOTION** by Saele to approve the minutes; seconded by Peters. The motion carried unanimously.
3. **Update on approved Education strategic plan** – There is a 20-page document in the packet but Alangar will highlight the report. Alangar began with definitions to ensure everyone is on the same page when discussing the report. Webinars are now called online courses and the Education Portal is now called Education on Demand. She reviewed the goals of the plan: (1) improve content (1) increase revenue, (3) increase retention of students. She reviewed related strategies and tactics, particularly those slated for 2018. Customers have indicated they want more non-technical course. In terms of costs, we have purchased the Hoover's database and the Aptean analytics models, both of which will help us with marketing our efforts. In terms of how we are doing, the online training (webinars) are doing well. The eLearning has typically done well but attendance dipped recently. Alangar is most concerned about certification training as the demand does not seem to be there. Peters asked about the previous plan and wondered if Alangar reviewed that. Alangar responded that she started with the previous plan. Kubick asked about the drop in FHIR training revenue. Since the use of FHIR is increasing we would expect that the demand for FHIR training would also increase. Alangar discussed this with the Education Advisory Council and one of its members, Diego Kaminker, feels the price is too high. Others felt that the eLearning course timing conflicted with holidays. If the attendance at the upcoming eLearning course is lower than anticipated, we will adjust (lower) the price for the November event and see if that has an impact. In terms of certification, the demand for FHIR certification is not there. Peters noted that FHIR training is free, there are many other options for FHIR training (people going elsewhere), which may account for the decrease in demand for this training from HL7. Suarez asked about percentage of training funds are coming from US vs rest of the world. Alangar did that analysis for the cert tests and 60% came from US and 40% from outside. Saele suggested asking the affiliates to promote the fundamentals course more. Also, July is a vacation time in Europe and no one will sign up for training during that month. Leftwich noted that the affiliates have complained that the FHIR Foundation may be competing. Some affiliates do their own training, but others don't. We should work closely with who don't offer their own training.

4. CEO report – Jaffe provided a brief update on his CEO report as provided in the packet.

MOTION by Suarez to accept the CEO report; seconded by Van Dyke. The motion carried unanimously.

5. CTO report – Kubick (10 minutes)

- Confluence – The rollout has been impacted by contractor’s health issues
- Application Management -Kubick has drafted a job description and put forward a formal request to fill the position. **MOTION** by Kreisler: To approve \$30k for FY2018 to fill this position then \$110k for FY2019 and to pursue hiring; seconded by Van Dyke. The motion carried unanimously.
- Remote connectivity –We will develop a policy to add to the GOC. Kubick will create an outline of the salient points and McDougall/Van Hentenryck will develop the specific policy.

MOTION by Peters: To accept the CTO report; seconded by Suarez. The motion carried unanimously.

6. Review Board retreat agenda draft – Beebe reviewed the draft agenda.

7. New business –

- DevDays update – McDougall reported that the hotel attrition penalty is down to about \$60k. The Holiday Inn is sold out, so the penalty is only from the Hyatt. Attendance is reaching capacity and we are forecasting \$532k in revenue. We will have a \$20k loss on the event if not additional rooms are sold. We are seeking ways to continue to reduce this including credit for a future event at the Hyatt.