



Board of Directors Meeting
November 6, 2022
8:00 AM ET

MINUTES

Present: Voting board members: Gretchen Purcell Jackson (Chair), Julia Adler-Milstein, Tiffani Bright, William Brown, Kenrick Cato, Arlene Chung, James Cimino, Patti Dykes, Laura Heermann Langford, Susan Hull, Deepti Pandita, Philip Payne, Rachel Richesson, Neil Sarkar, Victoria Tiase, Li Zhou

Non-voting/ex-officio board members: Genevieve Melton-Meaux and Jessica Ruff

Excused: Russell Leftwich (board guest), LaVerne Manos (board guest), Jonathan Nebeker (board guest)

Staff/Guests: Peter Elkin, Raelynn Gochnauer, Amanda Hanova, Scott McGrath, Nina Richards, Tanya Tolpegin, Jeff Williamson

I. Welcome and call to order

Dr. Jackson welcomed Board members and called the meeting to order at 8:00 AM. A quorum was recognized.

Dr. Jackson welcomed Dr. Elkin to the board as a newly elected director.

II. Committee and WG Presentations

Committee and working group chairs and/or board liaisons presented the board with highlights of their key 2022 accomplishments, 2023 plans, and requests for strategic direction. There is a lot of good work being done.

Governance Committee – The bylaws amendment to streamline the process for updating the AMIA bylaws is being voted on at the AMIA State of the Association meeting. The AMIA website will be updated to show committee and working group leadership and charges. The committee will develop a “leadership bootcamp” for presentation as a workshop during AS23.

Ethics Committee – The Code of Ethics has been revised. The venue document was published as a white paper in JAMIA. It has been a challenging year with the Dobbs decision and other state legislation. Dr. Adler-Milstein moved and Dr. Pandita seconded the motion for the Ethics Committee to pursue development of guidelines for conduct/behavior at meetings to create a culture of inclusivity. **MOTION PASSED**

A revised conflicts of interest policy is being drafted. A meeting harassment policy is also being drafted. It was requested to expand the policy to cover AMIA and not just AMIA meetings. Ms. Tolpegin

cautioned board members to be careful about potential AMIA liability if policies are not enforced and noted that AMIA does have a whistleblower policy.

Working Group Steering Committee – Four new WGs are being launched, some starting as discussion groups. A process was requested to ensure that WGs are functional, useful, and productive. This information should be highlighted in the onboarding orientation for new WG leadership and posted on the website to help set expectations. Clear criteria should be drafted for establishing and maintaining WGs. It was noted that there is burden and potential risk for too many inactive working groups.

Dental Informatics WG - A Dental Informatics Certificate and research paper are being developed.

Mental Health Informatics WG - Published Springer book. Piloting course based on book at USF. OMOP collaboration and SNOMED focus.

The Dental Informatics and Mental Health Informatics WGs are seeking to modify and expand SNOMED content. They hope to work together. Dr. Richesson agreed to informally lead the coordination of these efforts. Outreach to mental health and psychiatric (APA) groups to promote informatics and AMIA.

III. 2023 Budget Planning

Ms. Tolpegin led the board in the 2023 budget discussion. She presented the board with additional budget reductions and a consolidated budget summary. The board agreed to a scaled back in-person board meeting in conjunction with IS23 or CIC23. A hybrid meeting may be offered since not all board members attend the Summit. Board members agreed to cover travel and hotel expenses if needed. The board will need to have critical discussions around AHIC and CAHIIM. Health Systems member recruitment should be considered as a way to grow individual membership. A revenue generating task force will be engaged to generate a plan with key targets to get ahead of competition. The message to committees and working groups is that it is fine to work on plans, but they must be budget neutral for the upcoming year. The board will engage with WG leaders to discuss options on how to grow revenue and diversify.

The AHIC business case is currently not grounded in data. It is unclear how the exam demand was estimated based on the constraints in the qualifications required to sit for the exam. There may need to be a shift to experience based rather than level of education as a qualification to take the exam. A business operational plan needs to be developed and presented to justify continued support of the exam.

To gain members AMIA might consider introductory pricing for membership for the 40% of non-member attendees to keep the momentum and respond to the urgency. A deeper dive into member value is being explored.

Dr. Sarkar moved and Dr. Cimino seconded the motion to endorse the overall 2023 budget package. A revenue-generating task force will also be created. The Executive Committee will draft a charge for the TF by December. Board members are flexible to the board meeting being held in conjunction with either IS23 or CIC23. A status update on AHIC and CAHIIM will be brought back to the board for review and approval in Q1'23. **MOTION PASSED**

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Mr. Herman presented options for addressing the 2022 strategic plan dashboard goal to choose a new platform to replace Higher Logic (Community). As a result of the current focus on stabilizing the newly implemented Association Management System (AMS), it was proposed that decision was made to keep the upgrade expense in the 2023 draft budget but to defer the decision until mid-2023 when an update on the status AMS will be provided. Dr. Hull moved and Dr. Pandita seconded. **MOTION PASSED.**

Dr. Jackson closed the meeting by reminding board members that 2022 has been a good year despite investment performance. This will be reported to members at the State of the Association meeting. She also reminded board members to attend the gala and that board member duty is to lead by example and donate to the LEAD Fund to help support the pipeline. The goal is to have 100% board participation no matter the amount.

The meeting adjourned at 11:00 AM.

Respectfully submitted,

Philip Payne
AMIA Board Secretary