



Board of Directors Meeting  
November 5, 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:** 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 reminded board members of the Conflicts of Interest Policy and asked for disclosure of any new conflicts of interest. Dr. Bright announced that she has accepted a new job at Cedars-Sinai Medical Center.

Election results – Dr. Jackson announced the results of the 2022 elections. She said the public announcement would be made at the State of the Association on Tuesday during the annual symposium. The results follow:

Genevieve Melton-Meaux, Chair-Elect  
Peter Elkin, Director  
Deepti Pandita, Director  
Vicky Tiase, Director  
Li Zhou, Director

Dr. Jackson recognized and thanked outgoing board members, Drs. Bright and Dykes.

Dr. Jackson reminded board members that the 2023 meeting dates were listed on page 3 of the agenda and that calendar invitations have been sent to all board members. She pointed out that board meetings are mandatory, and the board kickoff/orientation conference call was scheduled for January 19<sup>th</sup> for new and returning board members.

Dr. Jackson asked board members to thank board nominees who were not elected.

Dr. Jackson proceeded to facilitate the meeting and requested volunteers for assistance. Dr. Tiase volunteered to manage the discussion by monitoring for raised hands and calling on members to speak. Dr. Richesson volunteered to summarize take home points at the end of the meeting.

## II. Annual Symposium Highlights

Dr. Jackson provided the board with an update on the AMIA 2022 annual symposium. Dr. Jackson reported that there were 1,161 submissions with 847 reviewers. 2,275 attendees were registered, and a few additional registrants were expected to register onsite. The meeting is 98% to budget goal. Sixty percent of attendees are members and 40% are non-members and there is an opportunity to capture the non-members and hopefully encourage them to join AMIA. Dr. Jackson also shared that AMIA Central, Career Hub and Connect are exciting ways members can engage at the symposium. Keynote speakers and awards were also highlighted.

## III. Strategic Discussions/Updates

### CEO Update/National Office Report

#### Business Development

Ms. Tolpegin provided the board with a CEO update/National Office report. The report included a business development update which included corporate, health systems member and other supporter investments. The total 2022 revenue to date is 106% to the KPI goal. The update also included the 2022 allocations (total 2022 Revenue – \$1,215,352). Dr. Jackson asked board members to recognize long-term members as well as try to recruit new members. Dr. Jackson reported that AMIA hopes to bring in digital startups into AMIA's membership. Ms. Tolpegin commended Dina Santucci for her efforts and asked board members to make introductions and provide her with leads. Ms. Santucci is drawing up an annual business development plan. Dr. Jackson requested that board members stop by sponsor booths to meet them and deliver thank you cards.

### National Office Report/KPI Q3/August 2022 Financials

Board members were presented with the September 2022 dashboard and monthly financials. Ms. Tolpegin noted the total members are now at 5530 with a goal of 5555. Ms. Tolpegin reported that 40% of registrants for the annual symposium are not AMIA members, so staff will try to convert them to members. As reported previously, Ms. Tolpegin reported that AHIC was below target with the delay in the program launch beyond the initial testing cohort. 25X5 target milestones have been achieved. Meeting registrations have hit and surpassed the target. However, online revenue tied to AHIC will not hit its target. And, a baseline of 750 has been established for total volunteers in working groups and committees.

### Higher Logic

Eduard Herman, IT Director, provided the board with an update on the current Higher Logic Communities platform. Mr. Herman referenced the study that was commissioned in 2021 to evaluate the current platform. In addition to the areas for improvement identified in the report, current staff have determined that the configuration of the current tool, as well as an increase in staff expertise in administering the tool would improve the member experience. Since the report was completed, the

vendor of our current tool has released an upgraded product (Thrive) that addresses many concerns identified in the report and at a highly competitive price. Several other platforms and their functionality were provided. Operating and implementation costs for migration to Thrive would be easiest and require less staff resources than standing up a new vendor/platform. Several options on how to proceed were provided to the board, including 1) going to an RFP, 2) upgrading higher logic to Thrive, and 3) retaining Higher Logic, as is. The recommendation was made to either remain on the current Higher Logic platform with improved configuration and staff expertise or migrate to the new version of Thrive. Mr. Herman suggested holding off until the AMS has been stabilized. The Working Group Steering Committee will be contacted to get member insights by identifying outside tools and practices that WGs and other associations are using now with success. Working Groups will also be provided with an update on the current technology. The board will be presented with more information so a decision can be made in Q1 or Q2 of 2023.

#### Academic Forum Community Engagement Program

The board was presented with a proposal from the Academic Forum Executive Committee for three of the Academic Forum online communities in Connect: (1) ALNI, (2) P MEC, and (3) BEC to each extend community access to five new non-member institutions (15 total). Each of the respective communities would select the non-member programs that receive community access. The selected institutions would be able to engage in the community and their activities for one year. Selection criteria would be based on the community's special focus. No other Academic Forum benefits would convey. Board members requested specific goals, achievement of conversion to paid membership, and feedback at the end to determine success.

#### AMIA/CAHIIM MOU Renewal

Mr. Williamson reported that AMIA has supported master's degree program accreditation through the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) since 2014. There are two representatives to CAHIIM. Philip J. Kroth serves as the AMIA representative to the CAHIIM Board of Directors and Robert Marshall is the AMIA representative to the CAHIIM HIAC. There are also several AMIA members in seats on the CAHIIM Board of Directors and Health Informatics, mostly from the Academic Forum.

Mr. Williamson went on to report that from 2015 to 2018, AMIA has paid membership dues of \$125,000 per year. From 2019 to 2022, AMIA has paid membership dues of \$95,000 per year. The current membership agreement terminates at the end of 2023. The total financial investment in CAHIIM from AMIA to date has been \$880,000. Verbal details have recently been shared with AMIA staff about a shift from a membership fee-based contract to a donation model.

There are currently efforts by AMIA members within the Academic Forum to support additional accreditation of higher education degree programs through CAHIIM. The Bachelor Educators Community (BEC) is soliciting feedback around utilization of the AMIA foundational concepts from the public in the pursuit of publishing a white paper in *JAMIA* that supplements the masters' level core competencies *JAMIA* paper in 2017 by Valenta et. al. Concurrently, CAHIIM is seeking public comment and feedback for Bachelor of Science Health Informatics (BSHI) accreditation standards through November 18, 2022. Pending this outreach, a request to the Board of Directors for AMIA to support an additional level of program accreditation (i.e., baccalaureate) through CAHIIM should be anticipated, but CAHIIM has not indicated that additional financial support will be necessary.

CAHIIM has over 351 accredited programs. AMIA has 25 HI master's degree programs accredited and the balance are AHIMA programs. AMIA leaders should be involved in the discussion on a call in December to identify expectations for CAHIIM performance and AMIA's ability to fund accreditation operations going forward. A short-term agreement was discussed with defined metrics for 2024. The baccalaureate discussion will be isolated from the rest of the discussion until a plan has been developed and proposed by CAHIIM. Kenrick Cato and Philip Payne agreed to work with staff to explore discussions with CAHIIM.

#### Strategic Plan Check-In

Ms. Tolpegin shared the current 2020-2025 strategic plan with the board. A new dashboard will be created and presented to the board following the 2023 budget approval, with a crosswalk to the strategic plan to identify the tactical focus driven by the strategic components in the plan. The board will engage in an update to the strategic plan mid-2023 with a 2-3 year focus. The high-level vision will remain with a tweak to the strategies and tactics. At that time there will be extensive promotion of the plan, with any enhancements being sent to working groups for review and comment. DEI activities will continue to be an overarching focus.

#### Policy Roadmap for 2023-2025

Ms. Singh presented the board with the proposed AMIA 2023-2025 Policy Roadmap. The roadmap is a guide to help AMIA achieve concrete policy goals in the short-term as well as establish AMIA as an advocate for informatics, a trusted third party to the federal government, and a go-to source of information on informatics, as well as help AMIA to broaden the public understanding of the impact of informatics to improve the healthcare system for all. The roadmap is aligned with existing policy laid out in the Public Policy Principles, and followed discussions with members and federal government offices.

It was noted that AMIA has had a shift in policy. AMIA was active on the Hill while pushing legislative priorities. Board members recommended articulating legislative components for different policy areas. Ms. Tolpegin reminded board members that AMIA's organizational status does not allow an extensive focus on lobbying without an educational purpose.

A policy advisory group (PAG) was proposed. The Public Policy Committee will continue to do the legwork for AMIA. It was noted that AMIA's visibility and reputation are important as a member benefit. Board members requested 1) a deeper discussion with proliferation of topics, 2) incorporation of hill outreach in the priorities, and 3) identification of resources or partnerships possible to achieve goals. Board members were asked to review the roadmap, share feedback, and provide more input.

#### IV. Leadership Updates

##### Chair and EC Report

Dr. Jackson provided her year-in-review. Dr. Jackson stated that 2022 has been a good year overall. Dr. Jackson recognized Ms. Tolpegin for completing her first year as CEO and her transparency and phenomenal details which are being presented to the board including a focus on finances. She also highlighted the DEI work and AHIC. Her focus was on science, diversity and growth. Dr. Jackson also reported that meeting goals have been met and the AI showcase was launched. She commended Dr. Zhou for her one-pager which continues to encourage scientists to resubmit and elevate the science at the meetings.

Dr. Jackson reported that her vision for 2023 is to 1) continue the focus on growth, 2) build and enhance strategic relationships, and 3) address accessibility issues. Several new working groups will be launched. Dr. Jackson reported that she plans to leverage a strategic partnership with the American College of Physicians and Surgeons to partner on policy. Dr. Jackson reported that a small task force will be convened to explore technical and clinical issues in computer science engineering. Dr. Jackson noted the expansion of DEI efforts with a focus on accessibility in 2023. Dr. Jackson also noted that there will be captioning during the closing session.

Dr. Jackson presented each board member with a thank-you gift.

V. New Business

Dr. Richesson reviewed the list of items to be shared by Board liaisons with their committees and other groups.

- (1) There has been growth in membership and business development (corporate sponsors). Board members are asked to give leads to Ms. Santucci and thank her.
- (2) There are 750 active member volunteers in committees and working groups. The board is looking at paths to leadership and member delight.
- (3) There are technology issues with the current community platform which are being reviewed. Needs and risks are being explored. The board is aware of current challenges.
- (4) High level review of the strategic plan in mid-2023. Board members will review strategies and tactics and shorten the length of the plan to 1-3 years.
- (5) Want input from AMIA groups on policy roadmap. Need clarity on high level priorities. Board members requested to review roadmap and share feedback.
- (6) Good work coming out of working groups. Need for tools for better communication has been heard and is being addressed.
- (7) Board members are addressing synergies between groups.
- (8) Board members considering tool/plan to evaluate board member roles as liaisons.

VI. Executive Session

The board members met in Executive Session. The meeting adjourned following.

Respectfully submitted,

Philip Payne  
AMIA Board Secretary