

Board of Directors Meeting
July 17, 2025
1-4 pm ET
Virtual Meeting

MINUTES

Present: Voting board members: Genevieve Melton-Meaux (President/Chair), Philip Payne (President/Chair-Elect), James Cimino (Treasurer), Julia Adler-Milstein (Secretary), Oliver Bear Don't Walk, IV, Will Brown, III, Aarti Chandawarkar, Peter Elkin, JaMor Hairston, Tiffany Leung, Deepti Pandita, Marylyn Ritchie, Rachel Richesson, Victoria Tiase, Li Zhou

Non-voting, ex officio board member: Amanda Hanova, CEO

Excused: Arlene Chung

Invited Guest: Jessie Tenenbaum, Ethics Committee Chair

Staff: Stephanie Brendel, RaeLynn Gochnauer, Krista Martin, Brandi McIntyre, Reva Singh, Jeff Williamson

I. Welcome and Call to Order

Dr. Melton-Meaux welcomed board members and called the meeting to order at 1:00 PM ET. A quorum was recognized.

Dr. Melton-Meaux provided an overview of the meeting agenda. No additional or new items for discussion were identified.

Dr. Melton-Meaux requested that any new conflicts of interest be disclosed. No new conflicts of interest were disclosed.

II. Consent Agenda

A motion was made and seconded to approve the consent agenda, with the item related to the Disciplinary Action Policy removed for further discussion. The consent agenda included the following items:

- April Financial Package
- May Financial Package
- Member Central Update
- Career Center Update
- ~~Disciplinary Action Policy~~
- 2026 Combined Spring Event Brand
- 2025 Edward H. Shortliffe Doctoral Dissertation Award
- JAMIA Open EIC Contract Renewal
- Clarifying SPC Chair Responsibility for Keynote Speaker Recs (*previous version approved May 19, 2025*)

- Task Force Updates
- Decisions/Actions Since May 19, 2025 Board Meeting
- Contact Reports Received Since May 2025

MOTION PASSED

III. Disciplinary Action Policy

Ethics Committee Chair Jessie Tenenbaum joined the Board meeting to discuss the Disciplinary Action Policy, which the Ethics Committee drafted in consultation with AMIA staff and legal counsel to provide guidance in support of AMIA Bylaws Article 2, Section 3. The policy, as written, provides process guidance to the Executive Committee and the Board for evaluating and investigating complaints, and offers a non-exhaustive list of potential triggers for complaints, as well as a non-exhaustive list of possible disciplinary actions. During the discussion, the Board gained clarity on questions related to ensuring confidentiality and the role of the Executive Committee.

The Board requested that the Ethics Committee revise the draft of the Disciplinary Action Policy to ensure inclusive language and to emphasize Board members' legal obligation to maintain confidentiality. The Board also offered to provide the Ethics Committee with specific, written feedback regarding their other concerns with the current draft.

IV. 2026 Draft Budget Presentation

AMIA Chief Executive Officer Amanda Hanova and Chief Operating Officer Stephanie Brendel provided the Board with an initial draft of the 2026 operating budget. The Board discussed updates to the projected actual figures presented in May 2025, as well as new items and projects under consideration for the 2026 budget. Other discussion items included creativity in planning and executing Hill Day and a stand-alone Policy meeting, as well as AMIA's educational offerings.

The 2026 budget will be reviewed again at the September Board of Directors meeting following additional staff work and review by AMIA's Finance Committee.

V. Advancement Committee Update on the Leadership Development Survey and Workplan

In May 2025, the Board asked the Advancement Committee to provide: 1) a catalog of leadership positions within AMIA, 2) a survey of membership regarding their needs for career/leadership development that can be used as a call for an RFP and hiring a vendor with expertise in this field, and 3) a work plan for the next 12-18 months that outlines both project plans.

The requested information was presented to the Board for discussion/follow-up, and the Advancement Committee will continue carrying out the tasks outlined in their work plan.

VI. DEI Committee Proposed Name Change and Communications Plan

After discussion of AMIA's legal audit of DEI programming and language, the AMIA Board tasked the DEI Committee with creating recommendations for a (1) new Committee name to protect the AMIA community and (2) communications plan to the larger membership.

regarding the name change and AMIA's evolving work in this space. Leaders from the DEI Committee, steering committee, and subcommittees brainstormed names and words that resonated with the committee's charter and work, as well as the role of informatics in healthcare and health equity. The name "Empowerment, Engagement, and Representation Committee" was proposed, along with a detailed communications plan.

A motion was made and seconded to approve the new committee name as proposed, along with the communications plan and tactics.

MOTION PASSED

VII. AMIA Health Informatics Certification (AHIC)

Chief Operating Officer Stephanie Brendel provided the Board with information related to the background of the AHIC program, which was established in 2019 to enhance and promote the health informatics profession. The first exam was administered in 2021 and to date, 141 informatics professionals have earned the ACHIP credential by passing the AHIC exam.

Additionally, the Board was provided with revenue and expense data detailing the program's year-over-year net losses. Following a review by an external product management consultant, recommendations were made to the Board for modifying the program to limit operating expenses.

A motion was made and seconded to modify the program by: reducing exam administration fees and exploring options for moving the exam to AMIA's LMS before the current contract expiration date; developing internal and external marketing tactics for inclusion in existing AMIA marketing communications; exploring the development of an informatics foundational knowledge micro-credential or certificate for early to mid-career informaticians creating a pathway to AHIC eligibility; no longer seeing accreditation for this exam; and evaluate the structure and role of Health Informatics Certification Commission (HICC).

MOTION PASSED

VIII. Executive Session

The Board of Directors met in Executive Session.

The meeting adjourned at 4:00 PM PT.

Respectfully submitted,
Julia Adler-Milstein
AMIA Board Secretary