



**Board of Directors Meeting  
May 20, 2024  
9:00-4:00 PM CT  
Minneapolis, MN**

**MINUTES**

**Present:** Voting board members: Genevieve Melton-Meaux (Chair), Gretchen Purcell Jackson (Past Chair), Philip Payne (Secretary), James Cimino (Treasurer), William Brown, Kenrick Cato, Aarti Chandawarkar, Arlene Chung, Peter Elkin, JaMor Hairston, Tiffany Leung, Julia Adler-Milstein, Rachel Richesson, Victoria Tiase, Li Zhou, Deepti Pandita, Oliver Bear Don't Walk, IV

Non-voting, ex-officio board members: Amanda Hanova (Interim CEO/COO)

**Excused:** Arlene Chung

**Staff:** RaeLynn Gochnauer, Shanna Eiklenborg, Eduard Herman, Jeff Williamson, Krista Martin

**Guests:** Rebecca Mishuris, Kim Unertl, Rosie Ward

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**I. Welcome and Call to Order**

Dr. Melton-Meaux welcomed board members and called the meeting to order at 9:00 AM. A quorum was recognized.

Dr. Melton-Meaux requested that any new conflicts of interest be disclosed. New conflicts of interest were disclosed.

Dr. Melton-Meaux provided an overview of the meeting agenda and asked if there were any additional items for discussion. None were identified.

**II. Consent Agenda**

A motion was made and seconded to approve the Consent agenda. Motion passed.

### **III. 2025 Budget Process**

Ms. Hanova discussed the timeline and process for creating and approving the 2025 budget for approval in November 2024. A new line-item review process will be introduced managed by the AMIA finance staff. The Finance Committee will continue to review new initiatives proposed for review by the Executive Committee and the Board. The new process is designed for planning and forecasting, but also provides the opportunity to be flexible, nimble, and responsive to needs. Additionally, the Finance Committee will be reviewing two new policies for Board review and approval: Complementary Registrations and Hotel Points.

### **IV. Strategic Discussion Items**

#### **A. Membership Dues Increase**

Ms. Gochnauer introduced a proposal to either increase individual member dues by \$5 to keep pace with rising costs or to keep individual member dues “as is” for 2025. The last increases were instated in 2022. Noting the organization’s continued effort to be more member data driven, a member satisfaction survey is underway. The survey base is current and lapsed members. The expectation is to produce a preliminary report of the member survey in September and a final November presentation to the Board. Additionally, a pricing strategy is currently in development with the assistance of a contract business analyst to provide insight into the overall revenue profile. The board requested that AMIA also seek information on organizations that offer secondary memberships to assist with benchmarking.

A motion was made to defer the decision until after the preliminary survey information, draft 2025 budget, and preliminary organizational membership benchmarking are available in September to make a more informed decision. Motion was made and seconded. Motion passed.

#### **B. IMIA NI2028 Bid – 2nd Request**

Mr. Williamson provided background on the request to submit a bid for AMIA to host IMIA NI2028. There is significant support from the AMIA NI-WG leadership to assist with this bid.

A motion was made and seconded to expedite a bid to host and collocate IMIA NI 2028 with the AMIA 2028 Symposium in Las Vegas with the understanding that due diligence will be completed, and the data will come back to the board prior to decision in June. Motion passed.

#### **C. Symposium Paper Proceedings Conversion to Journal Publications**

Mr. Williamson and Ms. Eiklenborg introduced an opportunity to collaborate with key informatics-focused journals by referring a subset of accepted papers for expedited review and publication (correct to original board materials).

A motion was made and seconded to defer implementation and engage the Journals and Publications Committee to develop a plan for 2025 with specific attention to the submission and review process including timelines and engagement with journals.

#### **D. Virtual Symposium Options**

Ms. Eiklenborg presented a proposal to begin capturing live education at AMIA’s meetings for use in AMIA’s Learning Management System (LMS), making it available to attendees who do not attend in-person or who miss sessions due to busy schedules and in a variety of formats. This model would

allow AMIA to create learner-centric, online education including tracks, personalized learning, and bundles.

A motion was made and seconded to replace the one-day Virtual Conference that is currently budgeted in the FY 2024 budget with derivative products from major AMIA conferences, with formats including audio capture of the speaker, audio, and video of the speaker with PowerPoint slides, audio synched with the slides and streaming made available through AMIA's LMS. Motion passed.

### **Working Lunch and Board-Only Executive Session**

The Board of Directors participated in a facilitated session led by Dr. Melton-Meaux and Ms. Rosie Ward.

### **E. AI Product and Curricular Framework Task Force**

Ms. Hanova presented a proposal to develop, in collaboration with the Education Steering Committee, a curricular framework from which the staff, leaders, and members could develop learner-centric CPD/CE education that allows staff leverage our education content, proactively plan across the portfolio and member segments for content development, develop competitive revenue generating resources, and retain experts to support a long-term content development strategy. The curriculum framework would also allow us to determine what type of education AMIA is uniquely positioned to offer, introduce program-level assessments, facilitate tracks to meet all member needs, and respond to market needs such as AI. The Education Committee would be engaged in developing a multi-year strategy.

A motion was made and seconded to request that Education Steering Committee develop a curricular framework with the goal of a baseline framework this year. Motion passed.

The Board discussed the need to quickly develop a framework for AI education that considers AMIA's role as a leader on the topic, the unique needs of member, and the market.

A motion was made to request that Dr. Zhou lead the development of an AI framework in collaboration with the Executive Committee. Drs. Hairston and Pandita also volunteered to assist. Motion passed.

## **VII. DEI Committee Update**

### **A. 2022 Membership Survey**

Dr. Bear Don't Walk presented a review of the DEI 2022 Membership Survey results including topline from the Quantitative and Qualitative Analysis. No determination has been made on conducting a second survey, but the suggestion of introducing shorter "pulse surveys" was introduced. No action or motion requested.

### **B. First Look Expansion**

Dr. Unertl presented a review of the collaborative work the Women in AMIA Committee and DEI Committee have done in 2023 to expand the inclusiveness of the First Look for Students program. Eligibility was expanded to include women who identify as female and transwomen. The program outreach was also expanded to reach students and faculty in Minority Serving Institutions (MSIs)

such as Historically Black Universities and Colleges, Hispanic Serving Institutions and Tribal Colleges.

A proposal was made to expand inclusiveness further by extending the First Look for Students program to include a First Look for Faculty program, a collaboration between DEI-WIA and the Academic Forum. The program would invite participation from faculty and graduate students from MSIs through participation in the AMIA Symposium, LIEAF conference, AMIA membership for a period of two-years with the goal of increasing diversity of the Academic Forum and establishing long-term relationships with MSIs through faculty relationships.

A motion was made and seconded to accept the First Look for Faculty expansion program. Motion passed.

### **C. Statement Reaffirmation**

Dr. Bear Don't Walk presented a proposed affirmation of commitment to diversity, equity, and inclusion statement. The request was made for the Board of Directors to issue a statement affirming the organization's continued support of DEI within AMIA. The Supreme Court ruling on affirmative action and recent state and federal legislation regarding DEI was noted.

A motion was made and seconded to release a redrafted statement with content of the statement to focus on the positive investments AMIA has made and will continue to make in DEI. Motion is passed.

Dr. Leung volunteered to work with Dr. Bear Don't Walk and the DEI Committee to revise the statement.

### **VIII. Overview of Activities at CIC**

Dr. Mishuris presented an overview of the activities, programming, and attendance at the CIC meeting.

### **Additional Business**

Dr. Payne presented a revision of the Ethics Committee charter.

A motion was made and seconded to approve the revised Ethics Committee Charter. Motion passed.

### **IX. Executive Session**

The Board of Directors met in Executive Session.

The meeting adjourned at 4:00 PM.

Respectfully submitted,  
Philip R.O. Payne, PhD, FACMI, FAMIA  
AMIA Secretary

