



Board of Directors Meeting  
September 14, 2023  
1:00 PM ET

**MINUTES**

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

Non-voting/ex-officio board members: Kevin Johnson, Jessica Ruff

**Absent:** N/A

**Guests/Staff:** Guests: Aarti Chandawarkar, Charlie Harp, Scott McGrath, Judy Murphy; Staff: Stephanie Brendel, Shanna Eiklenborg, RaeLynn Gochnauer, Amanda Hanova, Eduard Herman, Reva Singh, Kim Snyder, Tanya Tolpegin, Jeff Williamson

---

I. Welcome and call to order

The board chair welcomed board members and called the meeting to order at 1:00 PM. A quorum was recognized.

The board chair reminded board members of the Conflicts of Interest Policy and called for disclosures of new conflicts of interest. No new conflicts of interests were disclosed.

II. Consent Agenda

A motion was made to approve the consent agenda; the motion was seconded and carried.

III. Chair's Report

AI Showcase Chair Approval

The board discussed the recommendations for chairs of the 2024 AI Showcase. A motion was made to approve the recommended individuals; the motion was seconded and carried.

Brief Updates

The board chair reported that engagement with the Annual Symposium is strong. Board members were encouraged to register for Symposium, and a reminder was shared that the hotel room block is likely to sell out. An email will be sent to the Board highlighting Annual Symposium information, including requests to attend specific sessions.

IV. Strategic Discussion Items

### 2024 Committee Call for Participation

Ms. Hanova updated the board that the committee participation interest form is now open on the website, and staff and organizational outreach has begun to those who might be interested in serving. A draft schedule will be presented to the Executive Committee next week regarding chair and individual appointments.

### Communities Platform Update

Mr. Herman and Ms. Gochaur provided the board with the results of a deep dive into the two finalist platforms to replace the current Community with a recommended first choice vendor. This deep dive included the involvement of a cross-representation of AMIA members who engaged in listening sessions, requirements discussions, and product demos. Vendors were asked to update the RFP's based on the over 80+ business requirements identified during this process. The board discussed the features/benefits, cost, and ability of the recommended platform to meet the business requirements. The board requested that training materials, user support, and a transition timeline that allows for a possible soft launch/pilot or system overlap be included in transition planning. A motion was made to accept the recommendation; the motion was seconded and carried.

### Governance Committee Update

Dr. Payne updated the board on the governance reform process initiated out of the Governance Task Force with the objective of streamlining, optimizing, and increasing the transparency of the organization's governance structure. Following the review and input by many segments of membership, the organizational chart has been finalized. Dr. Payne presented the new structure, adding that these changes, along with the need to align with legal requirements and best practices, will be finalized through a bylaws amendment. A motion was made to accept the new organization chart; the motion was seconded and carried.

The board was updated that, as a result of the successful vote, a required 30-day notification of a bylaws amendment vote will be communicated to members beginning on September 15, 2023.

### Policy Priorities (North Star)

Ms. Singh shared that AMIA currently has a comprehensive policy agenda to respond to issues, it is also important to move AMIA to being a leader in the policy field for certain issues. To grow in that direction, a North Star Policy Priority was brought to the PPC. A list of four statements was drafted, and brought to the Policy Committee based on nine Policy Principles, AMIA initiatives and priorities of the Federal government. A membership survey was drafted to ask members to rank the identified priorities. The result was a membership-ranked list of policy priorities.

These policy priorities will be utilized to create an action plan for the Public Policy Committee and other AMIA groups (i.e., 25X5). Although AMIA has ongoing work in these focus areas, a dedicated policy plan for each of the 4 North Star Priorities will be developed for implementation in 2024.

Board members suggested rewording priority 2 as follows: Advocate for evidence-based care and decision support, including machine learning and AI.

A motion was made to adopt the four North Star priorities in the ranked order presented as written,

with change to #4 as follows: Advocate for evidence-based care and decision support, including machine learning and AI; the motion was seconded and carried.

#### V. Updates

##### National Office Report – 990 Filing Status

A draft of AMIA's 2022 990 has been completed for Ms. Tolpegin's review. Following the internal review, it will be submitted to the Executive Committee and after a two week review period, the 990 will be shared with Board members for informational purposes.

##### 2024 Budget

Ms. Tolpegin shared a draft 2024 AMIA budget with the Board. The board provided input on the overall goals of the 2024 budget to inform the next iteration of the 2024 budget. The Finance Committee will review this next iteration and it will be presented to the Board in November for a vote of approval.

The meeting adjourned at 3:01 p.m.

Respectfully submitted,

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