



Board of Directors Meeting
May 22, 2023
8:00 AM CT

MINUTES

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

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

Staff/Guests: Guests: Aarti Chandawarkar, Charlie Harp, Scott McGrath, Staff: Raelynn Gochnauer, Amanda Hanova, Nina Richards, Tanya Tolpegin, Tayler Williams, Jeff Williamson

I. Welcome and call to order

The board chair welcomed board members and called the meeting to order at 8:46 AM. 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

The board chair asked whether any items from the consent agenda should be removed for discussion. A request was made to remove the two manuscripts for Board approval: 1) Academic Forum: Discussion of Health Informatics Practice Assessment – Employees with Terminal Bachelor’s Degree, and 2) Accreditation Subcommittee Manuscript - Mapping the Delineation of Practice to the AMIA Foundational Domains for Applied Health Informatics. These items were discussed at the end of the agenda.

III. Strategic Discussion Items

Meeting Venue Selection Process

The board discussed the proposed Meeting Venue Selection Process. Directors emphasized the need to communicate this new process and the list of committed venues to the membership and to make it available on the AMIA web site. A motion was made to approve the policy pending legal review with the following additions: (1) The AMIA CEO and staff will communicate at least annually to the board about the need for decision making regarding upcoming AMIA meeting decisions based on economic and other factors, and 2) the AMIA board and staff will communicate to the membership as decisions are made using this process. The motion was seconded and carried.

2024 Clinical Informatics Conference (CIC)

The board reviewed candidate sites for the 2024 CIC, identified preferred venues, and provided strategic guidance according to the Meeting Venue Selection Process. A motion was made to approve final candidate sites for staff contract negotiation; the motion was seconded and carried.

Standard Occupational Classification (SOC) Code

The board discussed the process and status of the draft SOC application, with a focus on clinical informatics. The need for an expert consultant was identified. A motion was made to approve an unbudgeted expense of up to \$35,000 to engage a consultant, with the understanding that AMIA staff will obtain multiple bids, seek collaboration and support from HIMSS, and the vendor will support ONET data analysis. The motion was seconded and carried.

National Office Report

Ms. Tolpegin provided the Board with the dashboard and monthly financials as of February 28, 2023, for AMIA. Business Development is feeling the pinch of the economy. A reporting schedule for financials will be provided to the Board once staff have implemented the new financial system. Ms. Tolpegin reported that the auditors identified the appropriate depreciation schedule for two major capital projects – the website and the association management system (AMS). AMIA will utilize this depreciation schedule and recognize capital expenditures below the net contribution line on financial statements.

AHIC/Certification

Ms. Hanova presented the board with the AHIC/certification pathway update and a business plan from Metacred/AMIA. A motion was made to approve the revised business plan and accompanying recommendations; the motion was seconded and carried. The Board requested a performance update in November 2023.

Governance Update

The board received an update on Governance Committee activities and recommendations. Dr. Payne answered questions and received feedback from Board members. Governance Committee co-chairs are starting to socialize a new organizational chart with AMIA groups and communities. The Committee hopes to present the organizational chart and bylaws changes to membership giving them an opportunity for input followed by a membership vote before the end of 2023.

Strategic Update/Prioritization

The board engaged in strategic discussions about the following key program areas: Membership and Organizational Growth, Advocacy/Policy, Education and Meetings, DEI and 25X5. The board discussed the member value proposition and what benefits should be member only.

The board discussed including “accessibility” in the DEI work and that DEI is not just the work of the committee but rather the responsibility of everyone at AMIA.

The board discussed the value of supporting the career journey. AMIA mentorship activities have been siloed. It was proposed that lifelong mentoring may be something the Membership Committee, DEI Committee and ACMI could work on together to create a whole-AMIA approach. The board discussed AMIA Health Systems membership and the use of educational content (i.e., 10X10 or informatics essentials) to help bring in members. Using the new learning management system collections can attract non-members to become AMIA members.

Ms. Hanova reported that in addition to the regulatory efforts AMIA will begin working on how to position and partner AMIA with other organizations in the legislative space.

Dr. Jackson shared that AMIA has been invited to co-sponsor for a conference on AI In Healthcare: Trust, Ethics, and Real-World Consideration with the Division of Clinical Informatics at Beth Israel Deaconess Medical Center. The proposed terms of collaboration were reviewed. It was noted that AMIA does not have a policy for meeting co-sponsorship, and the Board endorsed developing a policy, with this conference as a pilot. A motion was made to approve the proposal to co-sponsor the conference; the motion was seconded and passed.

Dr. Cato reported that there is strong return on investment in member engagement from 25 x 5, and the Board discussed how to further leverage this program.

Chair's Report

Dr. Jackson asked board members to complete the May 2023 board meeting assessment.

Consent Agenda Items

The AMIA Bachelors Education Committee manuscript was discussed. A motion to send the paper to JAMIA for review with publication as an official AMIA paper was made; the motion was seconded and carried.

The Mapping the Delineation of Practice to the AMIA Foundational Domains for Applied Health Informatics manuscript was discussed. A motion to send the paper to JAMIA for review with publication as an official AMIA paper was made; the motion was seconded and carried.

IV. New Business

Board LEAD Fund Challenge

Dr. Payne challenged the Board to 100% participation in the LEAD Fund.

The Board Officers and Directors met in Executive Session.

The meeting adjourned at 5:00 PM.

Respectfully submitted,

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