



Board of Directors Meeting
July 8, 2021
1:00 PM ET

MINUTES

- Present:** Patti Dykes (Board Chair), Julia Adler-Milstein, Tiffani Bright, William Brown, Theresa Cullen, Laura Heermann Langford, Gretchen Jackson, Lynda Hoeksema, Susan Hull, Josette Jones, Eileen Koski, Genevieve Melton-Meaux, Jonathan Nebeker, Phillip Payne, Wanda Pratt, S. Trent Rosenbloom, Neil Sarkar, Victoria Tiase, Adam Wright, Li Zhou
- Absent:** James Cimino
- Staff:** Karen Greenwood, Krista Martin, Lee Anne Pirrello, Nina Richards, Tanya Tolpegin, Jeffrey Williamson
- Guests:** Loura Cooper (staff), Jodi Wachs
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I. Welcome and call to order

Dr. Dykes welcomed board members and called the meeting to order at 1:00 PM. A quorum was recognized. Dr. Dykes reminded board members of the Conflicts of Interest Policy and asked board members to disclose any potential conflicts. No new conflicts were declared.

II. Consent agenda

MOTION: Dr. Sarkar moved to accept the July 8, 2021 consent agenda that included:

- Approval: May 16, 2021 meeting minutes
- Approval: Public Policy Committee
- Informational: AMIA Rep to ACPM
- Informational: AMIA Rep to CAHIIM
- Informational: AMIA Rep to IMIA-NI
- Informational: DEI Committee
- Informational: Doctoral Dissertation
- Informational: FAMIA Engagement TF
- Informational: HICC
- Informational: Women in AMIA (WIA) Steering Committee

Dr. Jones seconded the motion. **MOTION PASSED.**

III. 2020 Audit Approval

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Dr. Sarkar presented, reviewed, and responded to questions on the following documents provided in the board book. It was noted that the opinion of the auditors (Gelman, Rosenberg & Freedman) is a clean and unmodified 2020 audit and that AMIA's financial statements are presented fairly and clean in all material respects.

- AMIA 2020 AU-C 260 Letter (GRF's audit responsibilities)
- AMIA 2020 OAC Letter (management letter)
- AMIA 2020 FS (audited financial statements)

Dr. Jones moved and Dr. Jackson seconded the motion to accept and approve the 2020 audit as presented to the board. **MOTION PASSED.**

IV. Updates

Dr. Dykes welcomed Ms. Tolpegin, CEO, to her first board meeting. Ms. Tolpegin thanked Dr. Dykes and board members and expressed her excitement about her new role and the collaborative work to be done.

Dr. Dykes reported that the new and ongoing activities are difficult to prioritize and that she and the current board will work with Tanya to help identify the strategic direction for 2022.

Ms. Greenwood provided the board with a National Office update which included general administrative updates on the AMIA office, staffing and recruitment, and the association management system selection. Ms. Greenwood reported that the AMIA member-to-member communications user study continues and a final report will be presented to the board in December. The website is still scheduled to launch in Q3.

Ms. Greenwood provided the board with a May 2021 financial update and 2Q21KPIs. A guide to the annual budget process was also provided. Ms. Greenwood reported that AMIA reserves remain strong. Ms. Greenwood went on to report that staff have begun mid-year forecasting and discussing overall organizational priorities for 2022.

V. Strategic Discussion

Nominating Committee update – Dr. Dykes reported that the self-nomination process for the board of directors ended last week. There were new changes to the 2021 Nominating Committee process stemming from DEI Task Force recommendations for more diverse AMIA leadership. The Nominating Committee requested that AMIA leadership personally reach out to colleagues to encourage them to consider applying for the AMIA board this year. Additional details from candidates were also requested as part of the self-nomination process. As a result, a number of diverse candidates were received. The board recommended that the Nominating Committee also develop a process to thank members that are not selected for the slate and identify if they could have a stronger application for the future (i.e. involvement in AMIA, leadership, mentoring). Board members will also connect with candidates they had individual conversations with that ultimately do not make the slate.

AMIA2021 Update – Mr. Williamson provided the board with an update on the 2021 Annual Symposium. Mr. Williamson reported that acceptance rates were up though the number of submissions was down.

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There is currently a late breaking paper session period in addition to five additional open submission processes. The customary exhibitions with the symposium are not taking place this year, however, Membership is working with AMIA sponsors and partners to design a “light” exhibition space. A streaming option for virtual attendance is being developed which will include 11 sessions and the opening and closing sessions. Mr. Williamson announced that the keynote speakers will be Eric Topal and Irene Dankwa Mullan.

PINA Report – Dr. Wachs provided the board with an update on PINA. Dr. Wachs also provided background on PINA’s transition from CICOP to PINA along with current and future activities.

Board Strategy Discussion with CEO – Ms. Tolpegin provided the board with a summary of her first ten days as CEO. Ms. Tolpegin reported that her first priority was to begin developing a working knowledge of staff and organizational capabilities. She held calls with every staff member and has calls scheduled with board members to get board input and feedback. Ms. Tolpegin reviewed operational activities and programs and staff roles, priorities, and challenges.

Ms. Tolpegin continues to familiarize herself with AMIA’s future strategy, resources and business processes. Ms. Tolpegin will identify best practices to preserve AMIA’s strengths and identify the highest leverage opportunities for growth and improvement.

VI. New Business

There was no new business.

VII. Executive Session

The board met in Executive Session.

Adjourn

The meeting adjourned at 3:45PM.