



Board of Directors Meeting  
November 11, 2023  
7:15 AM CT

## MINUTES

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

Non-voting/ex-officio board members: Kevin Johnson, Jessica Ruff, Tanya Tolpegin (CEO)

2024-2026 incoming board members: JaMor Hairston, Tiffany Leung, Oliver Bear Don't Walk, Aarti Chandawarkar

**Board Guests:** Charlie Harp, Russell Leftwich, Jonathan Nebeker, Scott McGrath, Daniel Wu, Nick Reid

**Staff:** Stephanie Brendel, RaeLynn Gochnauer, Amanda Hanova, Kim Snyder, Tanya Tolpegin, Jeff Williamson

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### I. Welcome and call to order

Dr. Jackson welcomed Board members and called the meeting to order at 7:45 AM. A quorum was recognized.

### II. Housekeeping/Updates

Conflict of interest – Dr. Jackson reminded board members of the Conflicts of Interest Policy and asked for disclosure of any new conflicts of interest. Dr. Adler-Milstein announced that she is on the advisory board for Augmedix.

Election results – Dr. Jackson announced the results of the 2023 elections, to be made public at the State of the Association during the annual symposium. The results follow:

Philip Payne, Secretary (2<sup>nd</sup> term)  
James Cimino, Treasurer (1<sup>st</sup> term)  
Tiffany Leung, Director (1<sup>st</sup> term)  
Oliver Bear Don't Walk, Director (1<sup>st</sup> term)  
Aarti Chandawarakar, Director (1<sup>st</sup> term)  
JaMor Hairston, Student Director (1<sup>st</sup> term)

Dr. Jackson expressed thanks and appreciation towards departing board members Neil Sarkar, Laura Heermann Langford, and Susan Hull. Furthermore, Dr. Jackson drew attention to the 2024 meeting dates listed on page 3 of the agenda. She urged board members to examine the calendar and inform

staff of any significant conflicts. Dr. Jackson also reminded the board members that the orientation conference call was set for January 18th, requesting both new and returning board members to attend.

### III. Consent Agenda

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

### IV. Annual Symposium Highlights

Dr. Melton-Meaux stressed the importance of board attendance at the Student Paper Competition. She highlighted efforts to enhance recognition for awardees, promising visible changes during the Opening Session and other scheduled events. Ms. Gochnauer gave an overview of AMIA's new test fundraising initiative, "Party with a Purpose." Ms. Gochnauer shared that feedback will be solicited after the event to inform future planning.

Mr. Williamson updated the board on the Symposium attendance figures, noting 2,307 attendees. Ms. Tolpegin added it is the highest in-person attendance in five years. Ms. Gochnauer provided an overview of improvements to AMIA's Member Central, branding changes, the creation of a more inviting space for member gatherings, and a "step and repeat" sign in the main hallway to provide a more elevated photo experience for members. Ms. Gochnauer also reported increased interest in AMIA T-Shirts since the introduction of "T-Shirt" Day. Dr. Jackson urged board members to review the list of corporate member guests and companies expected at Sunday's meeting, reminded board members about the importance of attendance at the Student Paper Competition, and thanked AMIA staff for their dedication and efforts.

### V. Strategic Discussions/Updates

#### CAHIM MOU

Dr. Payne announced the successful negotiation of a new agreement with CAHIM, resulting in a cost reduction. A motion was proposed to approve the new agreement, contingent upon the Accreditation Committee delivering further contextualized content in March 2024. The motion was seconded and carried.

#### Metacred/AHIC Update

Ms. Hanova updated the board on the situation regarding Metacred, referencing the summary and recommendation provided by AMIA's attorney and proposed Operational plan. A motion was made to follow AMIA's lawyer's recommendation regarding the contractual relationship with Metacred and to implement the proposed Operational Plan. The motion was seconded and approved.

#### Corporate Member Value

Mr. Harp from Clinical Architecture and Mr. Leftwich from InterSystems led a conversation on the value of Corporate Membership. They conveyed to the board that Corporate Members would like to be a resource and invited the Board to seek their input on relevant matters, in upcoming discussions. The Corporate Members expressed their eagerness to actively contribute to advancing the field of health informatics.

#### Mentorship Program across AMIA

Ms. Gochnauer briefed the board on the existing Mentorship Program specifics and outlined strategies to address identified gaps through a new proposed 2024 Mentorship Plan. This plan involves developing a prototype career center to encompass all AMIA programs, establishing mentorship pools, involving current groups in the creation of fresh initiatives, refining program navigation, and exploring software capabilities potentially using the new Connect platform.

#### Working Group Expansion and Plans

Scott McGrath provided the board with an update on the Working Groups' status in 2023. He shared that there are currently 25 Working Groups and 15 Discussion Forums. Throughout the year, 23 Working Groups Webinars were conducted. He noted that engagement with the working groups showed a significant increase, with 153 nominations for 49 open positions, compared to 80 nominations for 36 open positions in 2021. It was also highlighted that 33 Working Group events are scheduled for the 2023 Annual Symposium. Scott McGrath proposed recommendations for the upcoming year, 2024, noting the necessity to develop training guides for chairs and WG leaders regarding the new Connect platform replacement. He suggested conducting a Working Group "audit" to evaluate viability and active participation, along with updates to the handbook.

#### Governance

Dr. Payne provided an update on the progress of the Governance Committee, outlining several ongoing goals. These include the development and pursuit of approval for board policies that support new governance structures, the implementation of Bylaws Amendments approved by the membership, and the completion of the Governance Hub on the AMIA website. The committee also aims to monitor the success and intends to continue organizing in-person and online gatherings for leadership nominees and current leaders. These events aim to establish a pipeline and encourage opportunities for leadership within the organization.

#### VI. AMIA 2028 Symposium Location

Ms. Tolpegin updated the board about the receipt of five responses for the 2028 site proposals and emphasized the confidentiality contractual negotiations. She recommended the immediate elimination of two out of the five cities due to cost constraints. Two available options within convention centers were deliberated upon. Following an extensive discussion, a motion was proposed to proceed with negotiations regarding the top two most feasible options at present, which was seconded and approved.

#### VII. AMIA Connect & eShow Replacement Updates

Mr. Williamson provided an update on the implementation of the new eShow replacement in January 2024 to streamline workflows across AMIA's conferences, fostering standardization. The bidirectional flow of information will enhance staff efficiency and provide an improved user experience. The updated system promises increased precision, adaptable workflows, and staff empowerment, minimizing reliance on vendors for various tasks. Moreover, it will facilitate easier information sharing with the Scientific Program Committee, enabling standardized workflows. This transition will provide an enhanced mobile application that supports AMIA's conferences. Seeking feedback from knowledgeable "super users" familiar with the peer review and submission processes is part of the plan moving forward to ensure the system's optimal development.

#### VIII. Investment Policy Statement

Dr. Wu, AMIA's Finance Committee Chair notified the board that AMIA's investment policy statement has undergone revision and requires approval. Dr. Wu also informed the board that the statement has not been reviewed for six years. The updated policy grants the financial advisor the authority to act swiftly on behalf of AMIA during volatile market conditions. It establishes parameters for short and long-term investment funds to manage risks. A motion was made to approve the revised Investment Policy Statement, which was seconded and approved.

#### IV. 2024 Budget

Dr. Wu provided an overview of the Finance Committee's objectives and support of the 2024 budget. Ms. Tolpegin presented information about two new initiatives outlined in the 2024 budget: Virtual Hill Day and Virtual Symposium. She elaborated that Virtual Hill Day aims to offer members a chance to engage in policy work from any location. Regarding the Virtual Symposium, she provided further details about its objectives and structure. A motion was proposed to approve the proposed 2024 Budget, which received a second and was approved.

#### Executive Session

The board members met in Executive Session. The meeting adjourned following.

Respectfully submitted,

Philip Payne  
AMIA Board Secretary



Board of Directors Meeting  
November 12, 2023  
7:00 AM CT

## MINUTES

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

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2024-2026 incoming board members: JaMor Hairston, Tiffany Leung, Oliver Bear Don't Walk, Aarti Chandawarkar

**Board Guests:** Aziz Boxwala, Stephanie Broderick, John Cai, Christine Clark, Charlie Harp, Sabrina Hsueh, Sarim Khan, Russell Leftwich, Dave Little, Jonathan Nebeker, Laura Marcial, Scott McGrath, Sarah Rosetti, Hrituraj Singh, Sweta Sneha, Moira Smith, Jonathan Teich, Joshua Vest

**Staff:** Raelynn Gochnauer, Amanda Hanova, Dina Santucci, Katy Sidwell Kim Snyder, Jeff Williamson

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### I. Convene/Working Breakfast with Industry Partners

Dr. Jackson extended a warm welcome to AMIA's Industry Partners and facilitated an open discussion. The main topics covered during the discussion involved the value of corporate membership, expressing the board's gratitude for their support, and exchanging ideas on enhancing corporate engagement and partnership.

### II. Platinum Corporate Partner Discussions

Both InterSystems and Triomics delivered presentations to the board, outlining key industry updates and highlighting the challenges they currently encounter.

### III. Strategic Discussions (continued from Saturday)

25x5

Dr. Rosetti provided a review of the achievements during the second year of the 25x5 Task Force and emphasized the publication of the 25x5 Toolkit in the Spring of 2023, which has garnered approximately 1000 downloads thus far. Additionally, she outlined the forthcoming plans for 2024, which encompass conducting a pulse survey targeting health professionals nationwide for benchmarking purposes. Furthermore, a Recognition Program is in the developmental phase, aiming to acknowledge individuals or organizations that have significantly contributed to reducing documentation burden.

Regarding the Task Force Structure, Dr. Rosetti proposed the evaluating the value proposition of their work, emphasizing the high demand, and suggesting that now is an opportune time for such an assessment.

#### Health Systems

Ms. Tolpegin updated the board on the status of AMIA's Health System Partnerships. Following discussion, the Board collectively determined that progressing with these partnerships is of utmost importance. A motion was proposed to craft a data-driven strategy aimed at enhancing and informing AMIA's health system partnership offerings. This motion received a second and was approved.

#### IV. Leadership Updates

##### Chair and EC Report

Dr. Jackson extended her appreciation to the board for their collaborative efforts in advancing the field of informatics. She expressed pride in the organization's growth, highlighting advancements in Membership, Governance, Diversity, Equity, and Inclusion (DEI), Policy, as well as continual evaluation of Artificial Intelligence in the field of informatics. Notably, there has been progress in engaging key stakeholders within the informatics field.

Dr. Melton-Meaux expressed gratitude towards Dr. Jackson for her leadership and encouraged feedback from the board, maintaining an open-door approach to suggestions. She also expressed thanks to the outgoing board members. Looking ahead to 2024, the focus will be on implementing the new governance structure, and she reminded board members about the upcoming board member orientation meeting scheduled for January 18th.

#### V. New Business

Dr. Elkin declared his intention to propose to the DEI committee a name change from DEI to DEIA, aiming to incorporate individuals with disabilities and accessibility. He requested acknowledgment from the Board regarding this statement made during the meeting. Dr. Elkin stated his plan to present a formal motion to the board once he receives support from the DEI Committee. Additionally, he expressed a desire for this topic to be included on the agenda for the upcoming board meeting.

Dr. Richesson presented a series of key points for Board liaisons to communicate with their respective committees and other groups:

1. Advancements in membership are ongoing, with a focus on enhancing opportunities for member engagement and value.
2. Working Groups have shown significant progress, witnessing increased participation in leadership roles.
3. The rollout of the new governance structure has been an exciting phase for AMIA.
4. Regarding conference locations, the evolving needs and growth of the AMIA community were discussed by Board members. Deliberations centered on how to sustain appeal to members and a narrowed-down list of potential locations.
5. Approval of the Investment Policy Statement and 2024 Budget.
6. Dr. Richesson reminded Board Members to continue their discussions about the Code of Conduct.

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Dr. Richesson asked if anyone wished to contribute further to the discussion. Following this, Dr. Jackson reminded the board the significance of acknowledging Corporate Members as valuable partners and integral to the organization.

Respectfully submitted,

Philip Payne  
AMIA Board Secretary