HL7 FHIR Foundation Board Call Minutes
Sunday, September 18, 2016
5:00 – 6:00 pm ET
Camden/Lombard (3rd Floor)

Participants: Stan Huff, MD; Pat Van Dyke; Russ Leftwich, MD; Chuck Jaffe, MD, PhD; Wayne Kubick; Ewout Kramer; Grahame Grieve; Ed Hammond, PhD; Viet Nguyen, MD; Karen Van Hentenryck (scribe)

Regrets: Todd Cooper, Dave Shaver, Micky Tripathi

Agenda

1. **Roll call/agenda review** (2 minutes) **–** Huff called the meeting to order at 5:10 pm. Grieve requested the following additions to the agenda: (1) Plans for FHIR registry/ repository, (2) Communications strategy (3) Update on FHIR certification testing.

2. **Approval of the minutes from 09/12/2016 call** (2 minutes) –**MOTION** by Leftwich; seconded by Van Dyke: To approve the minutes with Grieve's clarification on item 6 (HL7.org, not FHIR.org). The motion carried with one abstention (Nguyen).

3. **Review proposed membership proposal** (15 minutes) – Grieve/Kubick – This item is outstanding. Previously we had approved an initial list of member benefits (found on our Google docs site). There are four action items against the list:

   XXX

   Karen's action item is completed; the others are still outstanding.

   Grieve asked for clarification on what is meant by membership process. The process would describe how we move forward from the premise of a low individual membership of $250 (i.e., how do we collect the fund, administer the benefits, etc). It was agreed that we need a proposal that can be presented to the HL7 Board seeking permission for HL7 HQ to collect the funds and administer the membership benefits. **ACTION ITEM**: Grieve will meet with HL7 staff to develop a proposal.

   Grieve read the current list of benefits (as outlined on the Google docs site) to those in attendance. Other benefits might include:
   - being able to register your FHIR-related event
   - a job board

   Possible revenue sources other than membership fees:
   - charge to advertise an event (i.e., promote an event to all member of the Foundation)
   - Project-specific funding

   Nguyen suggested setting a cross over date and, as of that date, making Zulip available immediately to members only and embargoed for some agreed-to timeframe for non-members. While interesting, the idea needs further consideration.

The big draw to being a member of the HL7 FHIR Foundation is being part of the community. This community needs to be more business (as opposed to technical) focused. We might offer premium membership (like LinkedIn).

4. **Business plan for sustaining the organization** (15 minutes) – This group hasn't met; will carry over to the next agenda. **<u>ACTION ITEM</u>**: Van Hentenryck will send out a Doodle poll to schedule a call with this group

5. **Policies for hosting implementation guides and other third party artifacts on the FHIR.org website** – No additional progress was made. Carry this over to the next agenda (Grieve/Huff).

6. **New Business**

   a. **Plans for FHIR registry and repository** –
      i. Registry of implementation guides is the first of 3 registries and is already available on FHIR.org
      ii. There is also a registry of implementations vs. implementation guides. The ability to post to the FHIR implementation registry might be a benefit of membership. This COULD include a vendor's report of testing results, etc. Grahame posts the content. Jaffe suggested that this be delegated. We could possible sell this as a sponsorship and allow people to pay for the privilege. The above two registries are web pages.
      iii. Repository of FHIR conformance statements (includes profiles, data sets, code systems, operation definitions, naming systems, implementation guide resources etc.) Grieve is currently working with Furore to describe the framework for this repository. The human readable implementation guide would reside on HL7.org. Grieve estimates this may require $50k/annually to maintain. Huff noted that HSPC also has great interest in this. IGs may be realm and use case specific. Furore's Simplifier product may be the right tool and we could consider licensing this from them. The selected tool must provide a powerful search facility. Grieve will continue the discussion with Furore. They did consider an RFP approach to this work. This proved to be difficult as they are taking an iterative approach to development which raises the price. There are a few people/organizations that have a software framework that we could be pushed in this direction but no one else is doing this now.

7. **Communication strategy** – We've published Board minutes but we've not made a formal report to the members here. Huff will provide an official report on Tuesday morning during the general sessions.

8. **FHIR Certification test** – Grieve reported that they have created and are trialing a FHIR certification test with some of the co-chairs. The test is difficult. Field testing is going well and questions are being revised. Grieve will be meeting with the Education Committee this week regarding the test. There are few outstanding issues including establishing prerequisites for taking the test, maintaining the certification, documenting the test rationale, etc. Grieve asked if we should support full certification, which needs to be maintained over time and requires updating the test on

a regular basis, etc. Kubick noted that all HL7's certification products are moving in this direction, but we need to complete the requirements. Once that is done, FHIR could be the first test provided in this manner. Grieve is thinking every second ballot is the right timeframe for updating the test. The Education Committee would like test takers to have some basic HL7 knowledge as a prerequisite. Grieve will draft a set of prerequisites. Should there be membership requirements for FHIR or other certifications? Grieve will take this question to the Education Committee.

9. **Housekeeping** (1 minute) - Huff
   - Next meeting – Van Hentenryck will schedule the next call in about two week.
   - Agenda items for next call
     - Review updates to the board nomination/election process - Hammond
     - Updated membership proposal – Grieve/Kubick
     - Update from business plan task force - Jaffe
     - Policies for hosting IGs and third-party artifacts on FHIR.org – Huff/Grieve
     - Updates on HL7 FHIR Certification test plans - Grieve

The meeting adjourned at 6:21 pm ET