

HL7 FHIR Foundation Board Call
Friday, October 14, 2016
3:00 – 4:00 pm ET
Dial in: 770-657-9270 Pass code: 2627371#
To mute:*6; to un-mute: *6

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

Regrets: Paul Biondich, Ewout Kramer, Dave Shaver

Agenda

1. **Roll call/agenda review** (2 minutes) – Huff called the meeting to order at 4:07 pm ET
2. **Approval of the minutes from 09/18/2016** – **MOTION** Kubick: To approve the minutes; seconded by Leftwich. The motion carried unanimously.
3. **Review updated process for nomination/election of Board members** (10 minutes)
 - Those on the call reviewed and agreed to the following updates/clarifications :
 - The three positions won't be elected each year as they are three-year positions. However, we will stagger the terms (so all three are not elected at once). There will therefore be an election each year for one of the three positions.
 - Clarify that the face-to-face meetings will be in conjunction with two of the three planned HL7 Working Group Meetings.

MOTION by Hammond; seconded by Cooper: To accept this policy with the clarifications noted above. The motion carried unanimously.
(Reference: XXX)

4. **Review proposed membership proposal** (15 minutes) – Grieve reported that we agreed that any individual could join the Foundation. We have not yet agreed on cost, or process for joining, although we did agree to an initial set of benefits. Van Hentenryck indicated that HQ can use its current database to collect fees either by setting up an annual subscription or by creating a separate membership type with a single price. **ACTION ITEM**: Grieve and HQ will meet to discuss the details of processing FHIR Foundation memberships.

MOTION by Hammond: To set the initial membership dues at \$250 annually; seconded by Leftwich. Discussion: Jaffe observed that we will need thousands of dollars to sustain the organization; we aren't going to raise that through \$250 membership dues. Leftwich suggests calling this a founding membership for \$250. Those who join by an agree-to date will be considered founding members. The price for membership may increase later but this should bring in an initial set of members. Hammond accepted this as an amendment to the original motion. The amended motion carried unanimously.

5. **Report from business plan task force** (5 minutes) – Jaffe reported that there was call but he and Tripathi the only participants. They will share their thoughts with the other members of the task force, try to schedule another call, and then report to the Board on the next call.
6. **Policies for hosting implementation guides and other third party artifacts on the FHIR.org website** – Grieve/Huff (10 minutes) – Nothing to report at this time. Carry this item to the next agenda
7. **Update on registry/repository** – Kubick noted that we talked about issuing an RFI for this for transparency sake and he will try to move this forward in the next few weeks. We still need a registry for apps as we have another roundtable planned for March. We said we would populate the initial registry with the apps from the first roundtable. Andy Stechishin has a tool that we could use. Grahame also noted we could create one using html. Jaffe is in favor of Andy's tool as it provides search capabilities.
8. **Update on credentialing test** – Grieve reported they are doing a bit more work on the questions based on feedback from those who took the sample test.
9. **Housekeeping** (1 minute) - Huff
 - Next meeting – three weeks
 - Agenda items for next call
 - Membership processing
 - Policies for hosting implementation guides and other third party artifacts on the FHIR.org website
 - RFP for creating a FHIR registry
 - Credentialing update

Meeting adjourned at 4:42 pm