IHE International Board Teleconference

Thursday, June 8, 2017

Participants

- Lapo Bertini
- Karima Bourquard
- Jürgen Brandstätter
- Chris Carr
- Todd Cooper
- Didi Davis
- John Donnelly
- Nichole Drye-Mayo
- Serge Jonnaert
- Michio Kimura
- Jamie Kontos
- Heinz Lemke
- Flora Lum
- Michael McCoy
- David Mendelson
- Michael Nusbaum
- Kevin O'Donnell
- Charles Parisot
- Gila Pyke
- Vladimir Quintero
- Elliot Sloane
- Tone Southerland
- Stéphane Spahni
- Lynne Zucker

Agenda

Consent Agenda (9:00-9:05)

I. Call to Order/Roll Call
    A. See roster

II. Review and approve meeting agenda
    A. **Motion:** Approve agenda as published. Carried unanimously.

III. Review and approve previous minutes
    A. 2017-05-11

IV. Membership Applications
    A. June 2017 Applications for Review
        1. XchangeWorx
        2. Deutsche Ophthalmologische Gesellschaft e.V.
        3. ALERT Life Sciences Computing, S.A.
    B. Renewal Status
        1. Q4 FY2016 (June 30) - 171 members
        2. Q4 FY2017 - 199 members (154 renewed, 45 new)
        3. Current Q1 FY2018 - 74 members (73 renewed, 1 new)

V. Board Operations Committee
    A. Action Items List
        1. Important/critical
        2. Closed items this month
    B. Board Elections Calendar
    C. Recognition of Volunteers - Request for Board comment on draft document developed by Elliot Sloane - **Due date 2017-06-15**

VI. Document Change Proposal - Conformity Assessment Scheme vol. 1
    A. Rationale for Change: The introduction of a Limuted Production Testing Phase as part of the Validation process for the test methods used by CAS needs to be formally introduced and definedin CAS Volume 1.
        1. Remove the requirement for use of the test methods in at least three Connecathons. In general the Test methods used by Connecathon are extended for CA and waiting for use in three Connecathons may introduce more than a one-year delay.
        2. Volume 1 useed the old accronym for the CAsC Comittee that was CAC. CAC needs to be replaced by CAsC.
    B. Review for approval

Discussion Agenda

VII. Board Strategic Retreat (9:05-9:35)
    A. Strategic Target Work Group Reports (5 minutes each: 2 minute exec summary plus 3 minute review of action items)
        1. Restructuring Task Force
            a) Goal is to create efficiencies by combining current dispersed

activites across organizations

b) Develop consolidation plan to merge activities
c) Deployment-related activities under IHE Int'l
d) Main change would to be place "Services" (revenue generation) and connect to current IHE Int'l organization that oversees activities
e) Who is the target audience and what is the demand for such services?
    (1) Customers that are governments/agencies in nonprofit sector
    (2) Developing relationships with national coordinating offices and government agencies
    (3) Establishing credibility to meet demands
    (4) Taking action when opportunities arise
f) Business planning under discussion
    (1) Startup funds
    (2) Distribution of revenue of IHE services
    (3) Appropriate parties to fill roles described in business plan
    (4) Not planning anything outside of a not-for-profit scope
    (5) Brainstorming realistic and sustainable tactics
        (a) Risk of deficit in first year - plan to cover deficit

2. Inbound Marketing Task Force
    a) Addressing need to broadly communicate IHE's presence and increase awareness of non-proprietary interoperabile solutions
3. Understanding Profile Adoption Task Force
    a) Developing profile consists of a lot of work from multiple parties
    b) How can IHE increase speed of profile development and improve profile adoption
    c) Metrics pertaining to adoption success/failure rate are not readily available
    d) Making contact with appropriate parties during public comment phase
    e) Solicit feedback from DCC and GDC
    f) Publicize domain work to encourage engagement
4. Innovation Task Force
    a) IHE has a reputation for being outdated or dependent on old technologies
    b) How to capture innovative technologies early in profile development process and respond to IT communities that is more engaging
5. Use Cases Task Force
    a) IHE does not define use case guidelines

B. Plan to operationalize and monitor

1. Dashboard for assigning and tracking tasks for task forces
2. Manage by BOC - report to Board regularly

C. Plan for 2018 Board Retreat

VIII. Budget and Financial Statements (9:35-9:45)

A. Q2 FY 2017 (Dec. 31, 2016) Statement

B. IHE International Treasurer Update - June 2017

1. High priority in engaging outside resources to increase promotion
2. **Motion:** Approve FY2018 budget. Approved unanimously.

IX. Domain Reports (9:45-9:55)

A. Review Domain Report Schedule

B. IHE Radiation Oncology (Forthcoming)

C. IHE Radiology

1. FUNC and SOLE profiles ready for trial implementation
2. Plan to release MHD-I update for CP ballot in 2017
3. Continue to cap number of profiles voted into development
4. Retiring profiles with little to no uptake
5. **Motion:** Approve IHE Radiology Report as published. Carried.

D. IHE Pharmacy (Forthcoming)

X. Global Deployment Coordination Committee (9:55 -10:10)

A. IHE Singapore Application

1. Communications with Dr. Adam Chee
2. No correspondence since March
3. Arrange meeting during World Summit in Singpaore
   a) **Action:** Mike Nusbaum will reach out to Dr. Chee to arrange meeting.

B. IHE Paraguay Application

1. Primary contact is Lilian Demattei
   a) Multiple follow-up emails sent, no response
2. Seeking membership of identified sponsored organizations

C. Deployment Committee Reports

1. IHE The Netherlands
   a) Ready for Board review
   b) Deferred due to no representation

D. Deployment Committee Report Schedule

E. World Summit (Jürgen)

1. Received final confirmation of Keynote speaker
2. Porgram is complete
3. **Next steps:**
   a) Marketing outreach from IHE and HIMSS channels
4. Registration

        a) Stand-alone registration available for IHE World Summit
        b) Receive discount when registering for AsiaPac events and IHE World Summit
        c) Speakers receive free reg to IHE World Summit and 50% discount to AsiaPac conference
        d) 3 complimentary tickets available

XI. Conformity Assessment Committee (10:10-10:15)

XII. Testing and Tools Committee (Information Only)
  A. Upcoming Connectathons (Approved)
    1. IHE Japan Connectathon 2017 Planning Request - September 25-29, 2017, Tokyo, Japan
    2. IHE Korea Connectathon 2017 Planning Request - August 21-25, 2017, Daegu, South Korea
    3. IHE Radiation Oncology Connectathon 2017 Planning Request - October 9-14, 2017, The Netherlands
    4. IHE Eye Care Connectathon 2017 Planning Request - October 23-26, 2017 RSNA HQ
  B. Connectathon Results Reports (Forthcoming)
    1. IHE Europe Connectathon 2017
    2. IHE China Connectathon 2017

XIII. Collaborative Activities (10:15-10:20)
  A. SNOMED Licensing Agreement
    1. Discussions ongoing with SNOMED for free unlimited international licensing for SNOMED CT codes referenced in IHE profiles
    2. DCC asked to update comprehensive list of SNOMED references in profiles - PaLM domain taking lead on project
    3. Goal to gather all references by June 16, 2017
  B. HL7
    1. HL7 Work Group meetings in Madrid, Spain this week. HSI projects are being discussed. Will provide an update from HL7 side after meetings.
    2. International Patient Summary Wiki
    3. HSI Definitions Circulated within HL7 for Review
    4. HSI included in International Patient Summary Project Scope Statement v3.0

XIV. New Business (10:20-10:30)
  A. Mutual recognition between IHE and OpenHIE (Jürgen)

XV. Upcoming Meetings
  A. Thursday, July 13, 2017, 9-10:30am CDT

B. Thursday, August 10, 2017, 9-10:30am CDT

XVI. Wrap-up and Adjournment