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 Audio and On-site meeting  
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Required							
Andrew Galbus	I	Pam Graves	P	Shyamala Bhat	I	Steven Due	I
Jennifer Boehne	R	Megan Salmela	P	Ken Stensvold	I	Katie O'Brien	P
Sue Green	P	Dan Davenport	P	Bill Thomson	I	Lance Guth	I
Tammy Winden	P	Amy Watters	R	Amy Lorentz	R	Matt Kinder	R
Lonna Stork	I	Mark Rubin	R	Jim Rosenthal	R	Hunt Russell	R
Diane Walizer	R	Dr. Rajeev Chaudhry	R	Margaret Senn	R		

**(Attendance: P = Phoned in, I = In person, R = Regrets)**

**Yellow**: Action Items

**Blue** : Board decisions

**Green** : Agenda item for next meeting

**Topics**

**1) Approve Sep 2009 Meeting minutes : Approved.**

**2) Committee Updates**

- Finance (Bill)
  - Oct 14<sup>th</sup> statement indicates a spend down of \$(2830).
  - Not received any inflows from sponsorship for this quarter.
  - Three old outstanding checks (2 \$100 and 1 \$200) that have not been cashed. **Dan, Steven and Bill to meet and decide to either stop payment or void them for 2009.**
- Programs (Ken)
  - Debrief of the just concluded educational event in Sep: a) Attendance : 186 people for Lean Six Sigma in Healthcare. 31 more people have accessed the recording on the web-site after the event. **Steven suggested documenting the whole process to organize an event such as this and will send the innovation award template to Ken.** Comments and positive and not as positive feedback from audience were wide ranging but overall people were satisfied.
  - November 18<sup>th</sup> event preparation : We will have a 5-member panel; venue is Allina with a dial-in from Mayo; no WebEx s planned for this yet. **Ken to send out details to Sue by 16<sup>th</sup> Oct for the first promo to go out by 19<sup>th</sup> Oct** ; Board discussed if we should include the CPHIMMS credit in the promo but not in the first promo.
  - Katie gave an update on the January Program : have narrowed down to 3 very qualified speakers speakers.
  - March program is still pretty open for suggestions. Ken was open to suggestions/recommendations.
  - May program: Connie Delanie, Nursing Informatics director will introduce; Bob Lewis will be one keynote author of a few books and newsletter called "IS Survivor"; Steven Due proposed to have an Innovations contest and have the winners felicitated at this event; Ken suggested that we have a previous scholarship winner speak.
- Midwest Fall Technology Conference Update (Margaret)
  - A promotion catering to Physician groups who are interested in IT and have more Physician speakers involved has been sent out; all sponsorships are sold out;
  - Next year's mid-west fall conf in Minnesota

- Board attendance : Dan and Margaret going
- Communications (Sue Green)
  - Introduce new Communications Director elect – Megan Salmela
    - Megan met Andy, Steven and Katie at the National HIT week; She is director communications for an EMR vendor in MN
      - Board welcomed Megan Salmela on board
    - Sue requested that Board meeting minutes be posted in SharePoint in PDF
    - The November programs communication will include a “Do you need CPHIMSS credit?” and will capture email ids; Ken to send note to Sue about whether to add nursing credit; Steven suggested we have an option to indicate location or virtual so we can estimate food, logistics better. Sue will follow up.
    - AssociationMagnet October Best Practices Workshop for the Minnesota Chapter of HIMSS: 'Increasing Association Membership' : New program that Board Members may be interested in. Sue will send out the communication received to the Board;
- Sponsorship (Matt)
  - No updates on locating contacts for Siemens, Avaya or Sprint; the old contacts available for these organizations are invalid.
  - A spreadsheet was shared with Andy on the payments received. Andy will request Matt to keep this on the sharepoint site.
  - Katie to provide Ingenix contact to Matt
  - Board discussed the importance of keeping current sponsors as well as adding new ones.
  - Overall, the board was very concerned we might be losing our awesome precedence of having a good amount of dollars from sponsorship to provide for our educational offerings.
- Member Relations along with credentials (Amy W)
  - Membership break-down : Andy and Amy and Sue were working on updating the stats for the newsletter; profiles stats that we are not receiving from Nationals
  - The National list needs a few corrections (including Ken not being indicated as a fellow)
- Outreach (Lance/Hunt)
  - Presented a map plot of areas where there is potential for more members and where events will be held (Lance/Hunt to update it in SharePoint);
  - Outreach event intends to introduce members/others to the HIMSS chapter; speech presentation and slide-show; venue : Americalnn ? \$60 ; Brochure is being prepared.
  - Sue to send Lance the HIMSS MN logo; Letters will go from Sue as direct mailers with the HIMSS MN banner through the communication account to a distribution list that needs to be cleaned up;
- Physician Forum (Pam)
  - Updates on just concluded event on Sep 29<sup>th</sup> : 8 people; good conversation; Jan next forum;
  - Pam requested the board for a volunteer in teaming up with her and then potentially taking over for the 2010-2011 year. Ken has a proposal and will send her the candidate name. The candidate will be responsible for conducting 4 meetings during the year.
- Advocacy update (Katie)
  - Annual Policy Summit – updates : Washington last – board 4 + 4 members; 350 advocate members were there; pre-arranged meetings with Congress and staff;
  - 3 issues :
    - Ensure that the Executive Branch meets the timelines, requirements, and the needs of your Congressional constituents for the health information technology (IT) components included in the American Recovery and Reinvestment Act of 2009 (ARRA)
    - Require the Secretary of the Department of Health and Human Services (HHS) to conduct a study concerning the necessary funding needed to achieve the nationwide exchange of health information among health information exchanges (HIEs)
    - Apply Congressional oversight authority to ensure that the Drug Enforcement Administration (DEA) establishes a final regulation for the e-prescribing of controlled substances that would not impede the overall benefits of e-prescribing;
  - Breakfast with Al Franken; 40-50 people attended;
  - Next year – some states had more attendees; we should promote this within our membership;
  - Andy : learned about govt; speaker who talked about how to advocate issues; Katie : take-away; meeting with congressional staff reinforces importance of advocacy; Andy: planning can be better in terms of coordination;
- Scholarship update (Dr.Chaudhry)
  - Proposal for changes – main focus and point of disagreement was with the increase the qty to 5 scholarships at \$1000 each

- Board discussed the options. (Discussion points Steven : Five-fold increase in the amount given the current sponsorship is high; up to 2 for \$1500 or increase the amount on one; okay with the other 3 recommendations; automate the current application; remove request to add resume; Ken : 5 is too many; there were too few applications last year to justify the # of scholarship; trimming the document questionable – we do need information to decide; Student liaison to promote this to get more applications; Andy : commit to a small number but increase the # based on the response; Sue : resume is helpful; how would they use the money; get the student to speak; Lance : set expectation that they make a small speech; Andy : board needs more than that; make the form electronic; convert the need to attach resume to an electronic form; Ken : using that for legitimate uses; Sue ; limit it to 2; \$1000 each)
- Steven motioned to keep it at 1 scholarship of \$2000 for 2009; Bill seconded the motion; board agreed; Andy to give feedback to Dr.Chaudhry;
- Board discussed making the application process more electronic including submission of the application online. Steven will edit and send Dr.C a draft online form; Dan : will contact Sue about options to make it electronic.
- Professional Development (Diane) – no updates
- HIE – RHIO update (Tammy or Ray)
  - Tammy to send eHealth verbage to Sue for the website update.
  - Stimulus package funds have resulted in the a) 3013 Grant; CHIC : Community Health Information Collaborative that works out of Duluth – a portal that allows entry to all EHRs linked together – is the tech partner for DoH; b) 3012 Regional extensions
- Chapter Reception at National (Dan) – Mon March 1<sup>st</sup> ; waiting to get confirmation from National; early bird special expires Dec; Andy, Bill, Ken, Dan planning on going
- Newsletter (Andy):
  - Megan is helping to put this together;
  - board discussed the optimal length of the newsletter since the first edition goes into 3 pages; board okay with this for now as the dev contest for CP-HIMSS, Senior, fellow (15 candidates) taking space; programs and memberships; advocacy news; 2 pages is ideal ;
  - Dan to send content end of day Fri to Andy.

### 3) Social hour

- Dinner

### 4) Review any new board proposals, other topics?

- Steven Due – Innovation contest
- Next board meeting venue (Andy)

### 5) Looking ahead

- <https://portal.himss.org/sites/MnChapterBOD/default.aspx>
- October Newsletter