



## HL7NZ Annual General Meeting 2018

MEETING - Minutes of HL7NZ AGM 2018			
<b>Date and Time</b>	Wednesday 28 November 2018 @ 4.00pm		
<b>Venue</b>	Sysmex Offices, Auckland		
ATTENDEES			
<b>1. Present</b>	Peter Jordan Alastair Kenworthy (via Zoom) Graeme Hibbert Ray Murakami	Edwin Ng David Moorhouse John Carter	Peter Sergent Linda McKay Martin Entwistle (via Zoom) Karen Blake
Apologies and Proxies	David Hay  Dave Fallas (Sysmex) Scott Bennett (Datacom) Richard Cooper (MedicAlert) Kieran Holland (Streamliners) Ahmed Javad (Valentia Technologies)  Nathan Billing (individual) Sally Britnell (student) Chandan Datta (student) John Fountain (individual) Helmut Modlik (individual) Saswata Ray (student) Faustin Roman (individual)  All above proxies given to Peter Jordan		
<b>Meeting Chair</b>	Peter Jordan		
ITEMS DISCUSSED			
No.	Item	Discussion/Action	
2	<b>Previous Minutes (2017)</b>	<i>Proposed as accepted by Peter Sergent and seconded by David Moorhouse</i>	
3	<b>Matters Arising</b>	All actions have been completed.	
4	<b>Chair Report</b>	Peter Jordan tabled report (appended to these minutes) Alastair acknowledged the thanks to MoH, Martin also reiterated Peter Jordan's hard work and achievements over the year as Chair of the Board. <i>Proposed as accepted by Peter Sergent and seconded by Linda McKay</i>	

5	<b>Treasurers Report</b>	<p>Edwin Ng tabled report (appended to these minutes)</p> <p>Peter Sergent advised that when our funding agreement with the MoH became a “contract for services” the sum provided become taxable income. Peter advised that the relevant accounts were all redrafted to include the necessary changes and have been formally submitted to the IRD with all refunds subsequently due paid by them. This work has been reflected in the higher cost for accounting services and documented in this year’s report.</p> <p>Peter Jordan submitted that the vague phrase “spending and some costs from the March 2018 FHIR Hackathon deferred into the next financial year” in the Report actually is a previously-advised sum of \$ \$4,211 and this, together with the adjusted budgeted operating surplus of \$3,720 from the 9 month period ending 31 March 2018 tied, in with the actual surplus of \$7,815. Peter J criticised the lack of clarity in the report and requested more accurate reporting on actual cash flow against the budget moving forward.</p> <p>Martin requested what the tax losses were brought forward and advised in – 2017 was \$22,711 and 2018 was \$21,425.</p> <p><i>Proposed as accepted by Martin Entwistle and seconded by Linda McKay along with 10 attendees present and Peter J abstained, including all 12 proxy votes allocated to him.</i></p>
6	<b>Election of Board Members</b>	<p>Nominated persons for the 2018-19 Board gave a brief presentation about their professional experience and the value they could bring to the Board. As there were 13 nominations for 12 positions a vote took place and the following members were formally confirmed as the new Board for 2018-19.</p> <ul style="list-style-type: none"> <li>• Peter Jordan</li> <li>• Peter Sergent</li> <li>• Ray Murakami</li> <li>• Linda McKay</li> <li>• Dave Fallas</li> <li>• Alastair Kenworthy</li> <li>• Martin Entwistle</li> <li>• Karen Blake</li> <li>• David Hay</li> <li>• David Moorhouse</li> <li>• Graeme Hibbert</li> <li>• John Carter</li> </ul> <p>Departing Board member Edwin Ng was thanked for his contribution as Board member and more recently Treasurer over the past 2 years.</p>
7	<b>Constitution Changes</b>	<p>The current Constitution marked up with changes was circulated to members three weeks before AGM for comments and it is proposed that the revised draft constitution as presented be adopted with immediate effect with the proviso that the provision of an extended term of two years be deferred to the 2019 AGM for the positions of vice chair and treasurer. David Moorhouse also advised some minor typos which will be actioned before filing with Societies Office.</p> <p><i>Proposal as accepted by Karen Blake and seconded by John Carter</i>  <i>Agreed and unanimously confirmed by the Board and members present</i></p>
8	<b>General Business</b>	Nil

Meeting closed at 5.20pm

Chairman and Treasurer Reports follow...

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## **Chairman Report 2018**

At the conclusion of the second year in which I've had the privilege of holding the Office of Chair of HL7 New Zealand, it's my pleasure to report on another productive twelve months for our Affiliate and, in particular, to reflect on our progress in meeting the goals determined at the Board's Face to Face meeting held in mid-February. The first of these centred on maintaining our key relationships with HL7® International and the Ministry of Health. Fortunately, along with other smaller HL7 Affiliates, we were successful in pushing back against the proposed changes in the new Affiliate Agreement, referenced in my 2017 Report, and retain our complimentary registration at each international meeting. Negotiating a new Contract for Services with the Ministry took considerably longer, and it was a major relief to finally sign the new agreement – for a 22 month period ending on June 30<sup>th</sup>, 2020 at the same annual fee as before!

Our relationships with other key sector partners, in the form of MoUs signed in 2017 with both HiNZ and, NZHIT have continued to prosper. In addition to reciprocal membership benefits, coordinated news updates and event schedules for the Sector we were invited by NZHIT to co-host the recent Industry Briefing on National Standards and were provided with a Booth at last week's HiNZ Conference. These partnerships enable us to reach an audience beyond those traditionally engaged in information standards.

The key theme in the three dedicated events that we held this year was 'practical interoperability'. This commenced with the 'Developers on FHIR® Challenge' held at the University of Auckland on March 17<sup>th</sup> and, in addition to all our Members who helped in the planning and execution of this successful event, I would like to extend a special token of gratitude to Martin Entwistle for the major role that he played in driving this. The Challenge was kindly sponsored by Microsoft NZ Ltd and enabled us to engage with a new generation of health informaticians and developers from the Education Sector.

To continue, this initiative we gave HL7NZ membership for one year to all the student participants, and the opportunity to continue their work and present their projects at our Mid-Year Event on June 18<sup>th</sup>. This was a FHIR® and SNOMED CT® Implementation Workshop that attracted a diverse audience of those seeking to demonstrate, and be informed about, practical usage of these standards in New Zealand. Suffice to say, it was a pleasant surprise to see more extensive implementations than I, for one, was previously aware of!

The final 2018 event was HL7 New Zealand's first 'official' FHIR Connectathon held at our 'traditional' pre-HiNZ Conference Workshop. Although this attracted slightly fewer than the anticipated number of participants, it did produce some productive outcomes towards much-needed capabilities in our Sector around Provider Service Directories and Adverse Event Reporting. It also featured significant contributions from members of HL7 Australia – mutual support of events on either side of the Tasman being a pleasing feature of the past few years. As part of our developing relationship with the Education Sector, I was also delighted to have the opportunity to record a guest lecture on HL7 Standards for the University of Auckland in March and to participate in a Review Panel on the Master of Health Informatics Degree Course at the Auckland University of Technology in August.

Throughout 2018 our Organisational Membership has continued to increase, but not at the levels forecast in our Budget. Retention has often proved to be as equally time-consuming as acquisition and, without paid customer relationship and consulting functions, we are reliant on events, communications and social media to provide value to our Members. We have certainly increased the number update messages and content on our Web Site but, in my view, need to provide greater input to those publications with broader distributions, notably eHealth News NZ and Pulse+ IT and improve our utilisation of social media.

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On the International front, HL7® FHIR® continues to take the world by storm and its adoption by Tech Titans” (such as Apple, Google & Microsoft), major overseas Health IT Vendors and Government Digital Health Agencies grows. The world now awaits the upcoming Release 4 which will contain the first normative content. The progress of the FHIR Project, including the significant part played by HL7NZ members, is detailed in the Reports from the three International Working Group meetings that we’ve attended this year. Outside of these meetings, HL7NZ members have participated in the FHIR Management, Vocabulary, Pharmacy and International Council Working Groups and I will be taking up a two-year terms as Co-Chair of the latter Group in January.

I’ve also been an active participant in the key collaboration project between HL7 International and SNOMED International – not surprisingly known as ‘SNOMED on FHIR’ - and I’ve recently been honoured to be asked to co-chair one of this project’s groups. Like many others, I view this as a key undertaking between the two most important modern healthcare standards organisations.

Although the principal HL7 standard is clearly FHIR, we have also been looking at the implementation of V2 messaging in New Zealand. It’s obvious that this Product will have a long usage tail and, consequently, the Board were asked to provide prescriptive advice to the HISO Office on the appropriate baseline version for the NZ Health & Disability Sector. Following a Usage Study, we determined that this should be version 2.4 and we are now looking to encourage migration to this release from earlier versions. Local usage of CDA has effectively been deprecated by HISO, but continues to be used in key services such as GP2GP and the NZ e-Prescribing Service. As at the corresponding stage in 2017, our principle challenge remains to hasten the adoption of open FHIR-based APIs within New Zealand. There are now many examples of local FHIR implementations, but these are principally ‘behind closed doors’ and we continue to struggle to gain information about artefacts, notably extensions and profiles, that may benefit the Sector as a whole. Attempts to engage with our membership via Confluence failed and we’ve only fared slightly better with the NZ Stream of the Zulip Chat Site used by thousands of other active FHIR implementers worldwide.

Although progress on creating localised artefacts has started, for example the Naming Identifiers supplied by the Ministry, and the proposed FHIR APIs for National Services, I can only repeat the obstacles enumerated in last year’s report – Sector fragmentation, continual governance changes and the ‘not invented here syndrome’. Together with our Sector Partners, we must continue to petition for the data portability required to implement the patient-centred vision of the overall NZ Health Strategy.

While focussing on removing barriers to adoption, I believe that we should also be encouraging truly interoperable and fully compliant implementations by promoting FHIR Conformance Testing Services and Education. In March, I was proud to become the first New Zealander to pass the FHIR Proficiency Exam and I encourage all implementers to do so ... after all, we don’t expect to be treated by unqualified clinicians. HL7 Certification also provides a potential revenue source for Affiliates.

Finally, on a personal note, I’ve really enjoyed leading the organisation again this year. It’s been challenging and time-consuming – but I’m pleased to be able to thank the entire Board for their collective support (including a meeting attendance rate of 78%) and every individual board member for the key contributions made throughout the year: in particular, I’d like to thank our Secretary Linda McKay for her unerring efficiency and Vice-Chair Peter Sergent for his work in resolving our position with the Inland Revenue and with regard to our Constitution. I’d also like to express the gratitude of HL7NZ as a whole to our benefactors, the Ministry of Health.

Peter Jordan, Chair HL7NZ  
28th November 2018

**Treasurer Report 2018**

This report covers an unusually short year due to change of the financial year as decided at the last AGM, The figures in this report are based on completed annual financial statement prepared by Ryland Business Services for a nine month period ending 31 Mar 2018.

	2018	2017
<b>Income</b>		
Membership	\$3,332	\$1,960
Sponsorships	\$25,500	\$25,000
Workshops & Conference Income	\$2,309	\$4,730
Interest and other revenue	\$2,503	\$784
<b>TOTAL INCOME</b>	<b>\$33,643</b>	<b>\$31,323</b>
<b>Expenses</b>		
Accounting	\$2,343	\$656
Administration	\$6,095	\$6,440
HL7 Inc. Affiliate Fees	\$1,395	\$1,443
AGM Costs	\$95	\$134
Bank Charges	\$40	\$110
Board Expenses	\$944	\$371
International WGM Attendance	\$13,026	\$17,237
Internet	\$99	\$148
Marketing & Promotion	\$490	\$1,547
Printing and Stationery	\$286	\$79
Teleconferencing	\$1,015	\$808
<b>TOTAL EXPENSES</b>	<b>\$25,828</b>	<b>\$29,778</b>
<b>Operating Surplus/Deficit</b>	<b>\$7,815</b>	<b>\$1,545</b>

At the end of the nine month period, HL7NZ had **an operating profit of \$7,815** in the financial year 2017-2018 with spending and some costs from the March 2018 FHIR Hackathon deferred into the next financial year starting 1 Apr 2018..

This has resulted in **accumulated funds of \$59,612** from \$45,697 in the last financial year which is as expected at the end of 9 months into the financial year. The **Contingency Fund** portion of this stands at **\$35,594** as at 31 Mar 2018.

Our Vice-Chair Peter Sergent has completed his work with the IRD on the historical tax returns and will provide a separate report on that. There is a noticeable increase in accounting fees due to this.

Edwin Ng  
HL7 New Zealand Treasurer