



HL7NZ Annual General Meeting 2017

MEETING - Minutes of HL7NZ AGM 2017			
Date and Time	Monday 6 November 2017 @ 4.00pm		
Venue	Sysmex Offices, Auckland		
ATTENDEES			
1. Present	Peter Jordan Alastair Kenworthy (via Skype) Graeme Hibbert Ray Murakami	David Hay Edwin Ng Corrine Gower (via Skype) David Moorhouse John Carter	Peter Sergent Linda McKay Martin Entwistle Dave Fallas
Apologies and Proxies	Anne Goodwin (proxy given to Peter Jordan) Corrine Gower (proxy given to Graeme Hibbert) Scott Arrol (proxy given to Peter Jordan) Scott Pearson (proxy given to Peter Jordan) Faustin Roman (proxy given to Peter Jordan) Nate Walker (proxy given to Peter Jordan) John Lithgow (proxy given to Peter Jordan) Richard Cooper (proxy given to Peter Jordan) Michael Hosking (proxy given to Peter Jordan) Kieran Holland (proxy given to Peter Jordan)		
Meeting Chair	Peter Jordan		
ITEMS DISCUSSED			
No.	Item	Discussion/Action	
2	Previous Minutes (2016)	<i>Proposed as accepted by Peter Sergent and seconded by Martin Entwistle</i>	
3	Matters Arising	All actions have been completed.	
4	Chair Report	Peter Jordan tabled report (appended to these minutes) Alastair Kenworthy thanked Peter Jordan for his commitment to HL7NZ on behalf of MoH <i>Proposed as accepted by Peter Sergent and seconded by Linda McKay</i>	
5	Finance	Edwin Ng tabled report (appended to these minutes) Edwin explained that due to the annual MoH funding support arrangement changing from a grant which was tax exempt, to a Contract for Services with outcomes this is now deemed as taxable revenue. Peter Sergent has completed tax returns up to 2014/15 financial year end and RWT may be overpaid so we are expecting a rebate. Chairman Peter Jordan thanked Edwin and Peter for their work on overseeing this financial requirement and adhering to relevant financial clause changes on the Constitution review. <i>Proposed as accepted by Martin Entwistle and seconded by Graeme Hibbert</i>	

6	Election of Board Members	<p>Nominated persons for the 2017-18 gave a brief presentation about their professional experience and the value they can 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 2017-18.</p> <p>Peter Jordan Peter Sergent Ray Murakami Linda McKay Dave Fallas Alastair Kenworthy Martin Entwistle Edwin Ng David Hay David Moorhouse Graeme Hibbert John Carter</p> <p>The incoming Board will engage with Corrine Gower about being seconded to assist with various activities in 2018 including engagement with students.</p>
7	Constitution Changes	<p>The current Constitution marked up with changes was circulated to members four weeks before AGM for comments with the following changes to rules which also include the recommended updates as stated in the Incorporated Societies bill.</p> <p><i>Proposal – submitted by Peter Sergent and seconded by Edwin Ng</i></p> <p>1.The constitution be amended as shown in the presented version with the exception that clause 10.3 will remain in its original form.</p> <p>2.The board be empowered to amend clause 10.3 as presented but may change the citation to comply with the wording of the bill when it is passed. The resulting amendment must reflect the spirit of the original amendment.</p> <p><i>Agreed and unanimously confirmed by the Board and members present</i></p>
8	General Business	<p>Corrine Gower advised that she is keen to promote FHIR and look into creating a community of practice where discussions can take place and also growing student engagement with HL7NZ. Corrine will be contacted early in 2018 with the potential of being seconded to the Board.</p>

Meeting closed at 5.10pm

Chairman and Treasurer Reports follow...

Chairman Report 2017

At the conclusion of the first year in which I've had the privilege of holding the role of Chair of HL7 New Zealand, it's my pleasure to report on a busy and productive twelve months for our Affiliate and, in particular, to reflect on our progress in meeting the goals set in the Board's Face to Face meeting held in early February. The year's key strategy being to mirror that of our parent organisation HL7 International - outreach and engagement

To that end, our initial focus has been on increasing membership based upon the value proposition displayed on the new [Membership Benefits](#) page of our Web Site, with an emphasis on attracting organisations. I'm now pleased to announce that in the course of the year we've gained ten new 'Corporate' members (a 600% increase), including some of the major vendors in the NZ market, plus a number of new individual memberships from start-ups. Dovetailed with this has been the formation of stronger and formal relationships with other key sector partners, in the form of MoUs signed with both [HINZ](#) and, [NZHIT](#). In addition to reciprocal membership benefits, this has enabled our organisations to produce coordinated news updates and event schedules for the sector.

In addition to increasing our revenue stream, a broader membership and partnership base are essential pre-requisites for HL7NZ to play an active role in the creation of the localised artefacts (national extensions, profiles, etc.) that will enable FHIR to meet the interoperability requirements of the Digital Health Work Programme, notably the creation of open APIs. To that end, we are also in the process of formalising a process with [HISO](#) that will convert these artefacts into New Zealand standards.

On the International front, March saw [Release 3](#) of the HL7® FHIR® specification that's taking the world by storm and plans are already well underway for Release 4 in late 2018 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. September's Plenary Meeting in San Diego also saw the International Board make the significant announcement that FHIR is now the "primary" HL7 standard. While that does not mean that other standards have been deprecated overnight (version 2 messaging, in particular, is likely to have a long usage tail), it sets an important strategic direction for the organisation as a whole.

As a starting point in this process, we've been seeking to determine the best means of engaging with our members who have been invited to contribute to the [FHIR Artefacts Space](#) of our new Confluence Site and/or the [NZ Stream](#) of the FHIR Chat Site. Going forward, we need to consider providing additional utilities such as 'Sandbox' FHIR services: a starting point for this has been the acquisition of several local FHIR domain names.

Although we've also continued to convey our message via social media, increased content on our web site and more direct communications with our membership, I still view this as an area with room for improvement. The extensive publicity generated by NZHIT following the signing of our MoU formed an object lesson and the FHIR project as a whole illustrates that effective modern standards development is dependent upon effective on-line community engagement.

In terms of education, we held a series of informal workshops, based on FHIR implementation, in Canterbury in March and our annual mid-year seminar in Auckland in May in which we considered how FHIR and SNOMED CT (a key companion standard) might meet the interoperability requirements of the NZ Digital Health Strategy. We also had our strongest-ever presence at the HINZ Conference, initially with the well-received [NZ Clinicians on FHIR](#) workshop and then at Booth #15 in the Exhibition Hall. Event planning for 2018 is also well under way with a 'Developers on FHIR Challenge' to be held at the University of Auckland on March 17th.

Looking forward to 2018, I believe that our key challenge is to hasten the adoption of open FHIR-based APIs within New Zealand. Slow progress to date in this area has probably been the most disappointing aspect of the current year. The fractured nature of our health and disability sector, a period of governance changes and the 'not invented here syndrome' have all represented significant obstacles. However, courtesy of our new strong industry partnerships and an increasingly-productive relationship with HL7 Australia, I'm optimistic that we can play a prominent role in encouraging local FHIR implementations.

Although our primary focus is now on FHIR, we must not ignore the other HL7 standards used by our members in New Zealand. Many, including myself, still support version 2 messaging and CDA implementations on a daily basis. Therefore it's important that we encourage compliant usage and the adoption of Version 2.4 in place of previous versions and derivations of that standard. The recent proposal by HISO to withdraw and contain a number of their HL7-based standards, some of which have seen minimal adoption, may also generate some significant debate on future HL7 localisations.

One potential cloud on the horizon is a proposed new Affiliate Agreement which would have a significant negative financial impact on smaller affiliates such as ours. Fortunately, our strong contribution to International Council and Affiliate meetings over the past two years has given HL7NZ the support base to lead a co-ordinated 'push back' against these proposals and I'm hopeful that, among other things, we will retain a complementary registration to each international meeting.

Finally, on a personal note, I've really enjoyed leading the organisation this year. It's been challenging and very hard work at times – but I'm pleased to be able thank the entire Board for their collective support (including a meeting attendance rate of 82%) and every individual board member for the key contributions made throughout the year. I'd also like to express the gratitude of HL7NZ as a whole to our benefactors, the Ministry of Health.

Peter Jordan, (Chair HL7NZ)

Treasurer Report 2017

The figures in this report are based on completed annual financial statement prepared by Ryland Business Services for year ending 30 June 2017.

	2017	2016
Income		
Membership	\$5,040	\$1,840
Sponsorships	\$25,500	\$25,600
Seminar & Conference Income	\$4,730	\$25,240
Interest from Investment Accounts	\$890	\$469
TOTAL INCOME	\$36,160	\$53,149
Expenses		
Accounting	\$656	\$599
Administration	\$6,440	\$8,913
HL7 Inc. Affiliate Fees	\$1,443	\$1,756
AGM Costs	\$134	\$0
Bank Charges	\$40	\$241
Board Expenses	\$943	\$766
International WGM Attendance	\$14,621	\$17,669
Conference, Seminars & Meetings	\$4,986	\$16,873
Internet	\$148	\$41
Marketing & Promotion	\$1,742	\$0
Printing and Stationery	\$165	\$122
Teleconferencing	\$861	\$469
TOTAL EXPENSES	\$32,179	\$47,449
Operating Surplus/Deficit	\$3,980	\$5,700

Rather than a budgeted deficit, HL7NZ had **an operating profit of \$3,980** in the financial year 2016-2017 due to an increase in subscriptions from a membership drive and less than expected spending on International WGM attendance.

This has resulted in **accumulated funds of \$45,697** from \$41,717 in the last financial year. The **Contingency Fund** portion of this stands at **\$33,720** as at 30 June 2017.

HL7NZ has historically not filed tax returns and the Vice-Chair Peter Sergent is currently working with Inland Revenue to address this. This is likely to impact the financial position in this report but the extend of which will only become clear when the process is completed in early 2018.

Edwin Ng, (Treasurer HL7NZ)