



HL7 New Zealand: Annual General Meeting 2022

MEETING - Minutes of HL7NZ AGM 2022			
Date and Time	Thursday 17 November 2022 @ 3pm		
Venue	Via ZOOM		
ATTENDEES			
1. Present	Peter Jordan Peter Sergent Linda McKay John Carter Koray Atalag David Frick David Moorhouse	Daniel Thompson Ray Murakami Ryl Jensen Chris Royle Sarah Gamboa	Matthew Valentine Jody Janssen Steve McArdle Barry Phease Jim Brown
Apologies and Proxies	Proxies Samantha Burchell (given to Peter Jordan) John Fountain (given to Peter Jordan) Eric Vander Sluis (given to Peter Jordan) David Hay (given to Peter Jordan) Jason Bolstad (given to John Carter)		
Meeting Chair	Peter Jordan		
ITEMS DISCUSSED			
No.	Item	Discussion/Action	
2	2019 AGM Minutes (18/11/21)	<i>Taken as read - moved to be accepted by Linda McKay and seconded by Peter Sergent Passed unanimously 17/0/0</i>	
3	Matters Arising	All actions have been completed.	
4	Chair Report	<p>Peter Jordan tabled report (appended to these minutes)</p> <p>Peter j is standing down from his role as Chairman and was acknowledged and thanked for his enormous contribution over the past 6 years. A personal note was read by John Carter from David Hay – appended to these minutes.</p> <p>Jim Brown raised what obligations and roles will be played by HL7NZ with Te Whatu Ora and posed 3 questions for consideration at Board level.</p> <ol style="list-style-type: none">1. Does the Treaty partnership mode of working in NZ fit easily into HL7 International2. Workforce capability and restrained resources – how do we achieve this and ensure sound infrastructure?3. How do we achieve a work plan with Te Whatu Ora and HL7NZ? <p><i>Report proposed as accepted by Linda McKay and seconded by Steve McArdle Passed unanimously 17/0/0</i></p>	

5	Treasurers Report	<p>David Moorhouse tabled report (appended to these minutes)</p> <p>Jim raised whether the current budget is on track for future activities and questioned whether the pattern of revenue and expenditure will remain similar. David commented that although there are funds in reserve we expect to spend more on international representation and have to take into account the cost of rising travel and accommodation.</p> <p>Peter J noted that we have not held an in person event for several years due to Covid which usually generated a profit and that currently there is no charge for webinars which are more accessible for attendees. Also noted that the HL7NZ Workshop as part of the annual HINZ conference is cost neutral and allows HL7NZ to have an exhibition and some members attend at no charge.</p> <p>Jim felt that workforce (certified practitioners etc) could be a big driver and this requires more discussion and planning. Peter J felt that more structured implementation and resources are required. Ryl agreed that there are many areas that Te Whatu Ora could support and there should be more push from the public sector in order to come up with a plan to move forward in this new and different environment.</p> <p><i>Report proposed as accepted by John Carter xxx and seconded by Daniel Thomson Passed unanimously 17/0/0</i></p>
6	Election of HL7NZ Board Members	<p>X8 nominations were received for ten available Board positions. Current Board members and office bearers David Moorhouse (Treasurer) and Peter Sergent (Vice Chair) continue their positions until 2023.</p> <p>Departing Board members Gordon Inkson, Anna Marie Scroggins, Michael Hosking and Linda McKay were thanked for their contributions.</p> <p>New Board for 2022-3 confirmed as:</p> <ol style="list-style-type: none"> 1. Peter Jordan 2. Peter Sergent 3. Daniel Thompson 4. Ray Murakami 5. Koray Atalag 6. David Moorhouse 7. John Carter 8. Matthew Valentine 9. Ryl Jensen 10. Chris Royle <p><i>Proposal to accept all nominated Board members are accepted moved by Linda McKay and seconded by Jody Janssen.</i></p> <p><i>As secretary and returning officer of the HL7NZ Linda McKay hereby announced that the above are Duly elected to the Board for the next 12 months.</i> <i>Passed unanimously 17/0/0</i></p>
7	General Business	NIL

Meeting closed at 3.50pm - Chairman and Treasurer Reports follow...

Chairman's Report 2022

Kia ora koutou

For the sixth consecutive year, I have the privilege of submitting the Chair's Report to the Annual General Meeting of HL7 New Zealand (HL7NZ).

The year commenced with our annual, strategy meeting on February 10th. Due to the constraints of the pandemic, this was held virtually as have all our subsequent meetings and events to date. At this meeting, the Board determined our three key focus areas for the year – FHIR implementation guidance, the potential re-positioning our Affiliate following the re-structuring of the Health & Disability Sector and the transitioning of some of our internal roles and accountabilities.

For the first focus area, our FHIR Implementation Work Group was tasked with producing the second version of the [HL7 FHIR NZ Base Implementation Guide](#) by the end of the third quarter. Ably led by Co-Chairs John Carter and Peter Sergent, this goal was achieved as result of regular meetings attended by a well-qualified and diverse group of stakeholders many of whom have derived (or plan to) their own IGs from the Base Guide. Once again, the Release Candidate was balloted using an agile process set up by our Chair Emeritus David Hay, who continued to use his knowledge of the tooling and processes to create and publish the various versions of the Guide throughout the entire project life cycle.

Although the new version contains the first New Zealand Base Profiles, the exponential growth in FHIR implementation in the Sector, and resultant demands from implementers, means that we cannot let the grass grow under our feet. The IG is a 'living and breathing' artefact, so the planning stage for the next version has already commenced. It remains a major contribution to HL7's goal of achieving interoperable healthcare information.

Back in February, I expressed the expectation that the establishment of a new national health authority on July 1st would create opportunities for a sector-wide approach to standards implementation, notably in relation to the national health information programme, Hira. Furthermore, that this might facilitate funding for on-going work on the FHIR Base IG to create a sustainable maintenance, and potentially conformance testing, workstream rather than a continued reliance on our high-end professional services being supplied on a pro-bono basis.

However, I think that it's fair to say that, to date, Te Whatu Ora Health New Zealand (TWOHNZ) has been largely focussed on internal organisation and the governance structure around Hira remains fluid. Consequently, consistent engagement has been difficult, and we have yet to reach an agreement on how our organisations might work together. Certainly, many Board and FHIR Work Group members have a contractual relationship with TWOHNZ, and we have offered them Benefactor Membership of HL7 NZ at a financial level that will provide increased, and more representative, IG balloting rights.

Our third major goal was to begin the transition of the administrative tasks so ably performed by Board Secretary Linda McKay over the past two decades, following her decision to retire at the end of the year. Unfortunately, due to various competing commitments, progress has been slow in this regard, but Linda has kindly offered to assist the incoming Board Secretary for the next few months.

Once again, our membership levels have remained stable. Recent new organisational gains being offset with those becoming part of TWOHNZ. However, it is hoped that the return to in-person, networking events

(starting with our Workshop at the upcoming HiNZ Conference) and the continued growth of the FHIR Implementation Community will encourage others to join.

In the course of the year, we've also strengthened our partnerships with the [Digital Health Association](#) (formerly NZHIT) and have regularly attended, and presented at, their [Digital Interoperability Industry Group](#). We've also continued our partnership with HL7 Australia and another Joint FHIR Connectathon was held in April.

Various HL7 New Zealand members have also been major contributors to the [International Patient Summary](#), both with regard to progressing the related FHIR Implementation Guide and participating in its practical implementation, via the Global Digital Health Partnership. Work on this key project, and its New Zealand derivative (NZIPS), also continues to form part of our [MOU](#) with HISO (transitioned to TWOHNZ) and they also provide valuable input to the FHIR Base IG.

Our financial position remains strong, including record reserves in relation to annual expenditure. Continued credit is due to our diligent Treasurer, David Moorhouse, ably supported by fellow Board Officers Peter Sergent (Vice-Chair) and Linda McKay (Secretary). We also continue to maintain an active [Web Site](#), so I'd like to thank long-serving Board Member, Ray Murakami, once again, for his excellent work on the Site including regular news and content updates.

Our members have also been actively engaged in various HL7 International Work and Governance Groups, mainly via virtual platforms. I've attended Board Meetings and 'Retreats' in my role as Affiliate Director; co-chaired International Council sessions; and attended Work Group Meetings plus FHIR Connectathons. Chair Emeritus David Hay continues to be an active Co-Chair of the FHIR Management Group and Vice-Chair Peter Sergent is a regular participant in the Pharmacy Work Group.

The international community was delighted to re-unite in person at September's HL7 International Working Group Meeting (WGM) in Baltimore where John Carter and I formed the NZ Delegation. As part of my role in the SNOMED on FHIR Group, I was also fortunate to be able to attend the following SNOMED International Meeting and Expo in Lisbon. Recognising the pros and cons inherent in the alternative means of delivering meetings, in the future, we are likely to see a combination of these event types each year.

Our 'Parent' Organisation, HL7 International, is planning to release the next version of the FHIR Standard (R5) in March 2023. This will be a 'trial release' publication, with the next version containing normative content (R6) likely to follow three years later. The new structure, consisting of Standards Development (SDD) and Implementation Divisions (SID), appears to be functioning well, and the SID is planning to offer a broad range of services for Affiliates.

Finally, it's my pleasure to thank the entire Board for their collective support and every individual board member for contributing throughout the year. Our Constitution dictates that this has been the final year for me to have the great honour and privilege of serving as Affiliate Chair. In that six-year period, I've been ably assisted by a superb team of Officers but, above all, I must conclude this report with a tribute to our 'retiring' Secretary, Linda McKay who has held the organisation together in 20 years of stellar service. It's been an absolute delight to work with you, Linda – your kindness, efficiency and composure have been instrumental in helping us to become a healthy, independent and highly-engaged HL7 Affiliate. Our very best wishes to you, and your family, for the next stage in your life – just don't disappear too far into the sunset for a little while!

Ngā mihi

Peter Jordan, Chair HL7NZ
17th November 2022

Treasurers Report 2022

Highlights

- Increases to subscription income reflect ongoing effort to attract and retain key players in the NZ health IT sector, as members.
- The evolving nature of the Covid19 pandemic has curtailed in-person activity during the reporting period. However, since balance date we have been able to re-engage in face-to-face international working group meetings.
- We report an operating surplus for the year \$5,579 (\$2,285 in 2021). Tax losses, due to tax exempt membership income, are available to carry forward.
- Accumulated funds have increased to \$69,901 (\$64,322 in 2021). These comprise deposits with BNZ. The board considers this a prudent level of reserves, especially given the changing nature of our income streams.
- We are now using the online accounting system Xero to manage our accounts which has provided easier invoicing and reporting.

Financials

An extract from the financial statements prepared by Ryland Business Services is attached to this report. A full set of accounts is available on request.

Outlook

The Covid19 pandemic continues to affect our activity. Travel within New Zealand is more expensive and less certain. Post balance date we have sponsored physical attendance at the September WGM and have budgeted for the following one.

Although our current financial reserves are healthy, the board will need to consider additional revenue streams, in 2023 and beyond, to sustainably finance in-person attendance at international events.

Thanks

This is my third full year in the role of treasurer which I have enjoyed immensely. Being at the middle of my two-year term I confirm my intention to remain as treasurer for the next year.

Many thanks to the support and encouragement I have received from my fellow board members in my performance of this role.

David Moorhouse
HL7NZ Treasurer

HL7NZ INCORPORATED**STATEMENT OF FINANCIAL PERFORMANCE**
FOR THE YEAR ENDED 31 MARCH 2022

	2022	2021
	\$	\$
<u>INCOME</u>		
Subscriptions	15,135	13,008
HL7 Int Rebate	93	0
Interest Received	169	296
	<u> </u>	<u> </u>
NET INCOME	15,397	13,304
<u>LESS EXPENSES</u>		
Accounting	1,184	730
Administration	3,600	2,620
Affiliation Fees	3,206	2,874
AGM Costs	0	255
Bank Charges	195	298
Board Expenses	248	0
International WGM Attendance	0	3,366
Internet Expenses	657	333
Marketing & Promotion	420	219
Postage, Printing & Stationery	16	70
Teleconferencing Expenses	293	254
	<u> </u>	<u> </u>
TOTAL EXPENSES	9,818	11,019
OPERATING SURPLUS / (DEFICIT)	<u>5,579</u>	<u>2,285</u>
Less Prior Year Adjustments	0	0
Less Subscriptions and FHIR Challenge	15,135	13,008
Less Income Tax deduction for Non-Profits	0	0
	<u> </u>	<u> </u>
TAXABLE INCOME	(9,555)	(10,723)
Tax Losses brought forward	(40,053)	(29,329)
Tax Losses carried forward	<u>(49,608)</u>	<u>(40,053)</u>

Personal Message from David Hay regards Peter Jordan stepping down as Chairman

As an ex chair of HL7 New Zealand - and current Chair Emeritus - I know full well how time consuming the job can be.

Peter took on the role 6 years ago, and rapidly brought discipline to the way the Board operated - in a way that put the previous incumbent to shame!

He has worked tirelessly promoting the interests of interoperability both in New Zealand and HL7 in general, being the first New Zealander to become a member of the HL7 International Board representing the international affiliates as HL7 increased its international reach. This is doubly impressive as many of the calls are held in the middle of the night New Zealand time.

He has taken a special interest in Terminology being an active member of the Vocabulary Working Group and someone whose opinions are sought when there are questions about this highly complex domain.

I wish him well as he moves on from this role, and am confident that he will continue to play an active role in New Zealand healthcare interoperability - his input is highly valued.

David Hay
Chair Emeritus
HL7 New Zealand