

Management Board Meeting

05 August 2015, 20 UTC

Record of Discussion

Location: Oakland, California

1. Welcome & apologies

MB Chair welcomed the group and thanked the host for inviting the group to the Kaiser Permanente facilities in Oakland, CA.

2. Conflicts of Interest

An MB director said he had a conflict of interest on the Lifetime Achievement Award because he was one of the nominators. [Note: he later abstained on the vote for that particular award. See also item 10 for another conflict of interest.]

3. Minutes from the last meeting

Approved.

4. Opening Remarks

MB Chair noted the need to continue the formalization of the MB's operations. The CEO thanked the host and explained how the recent changes he had made to his Management Team would drive particular areas forward.

There was a discussion about how the organization might get more benefit by modifying the relationship with the Members, for example with Members helping one another.

A director suggested having a question forum through which people from the community could answer questions. The CEO said that existed but needed to be publicized and used more.

5. Finance

The Head of Finance briefed the MB on the mid-year finance reports. The group also discussed outsourcing possibilities and a new project management tool that was being implemented.

6. 2016 Budget

The Head of Finance briefed the MB on progress in development of the work plan and budget.

7. Strategic Update

The CEO gave a status update on the pending approval of the strategy by the General Assembly. He then spoke about licensing, potential new Members, a new vendor engagement contractor that would start in the fall, potential new collaborations, and limited resources vs. increasing demands for services.

8. Program Management

The CEO showed a slide deck on the direction of the program management portfolio. The Head of Finance said work plan items would be shifting from 12-month to multi-year work items.

9. Risk Management

The MB considered its role in setting principles around corporate risk and decided that the MB finance and audit committee would look at the matter in more depth.

10. Trillium Bridge Request

One MB director abstained due to a potential conflict of interest, but the rest of the MB voted in favor of endorsing the Trillium Bridge message.

11. Q2 KPI and Management Report, PMO Dashboard

The CEO went briefly through the Q2 Key Performance Indicator report and the PMO dashboard. He answered some questions about corporate risk, a tooling development delay, succession planning, and how he planned to improve the quality of the KPIs.

12. IT Update

The CEO went over some of the results of an external review of the tooling line of business and some of the changes that would be taking place as a result.

13. Education Update

The MB reviewed the progress in the education line of business.

14. Articles of Association/Relocation Update

The CEO updated the MB on the plans for relocation from Denmark to the UK and the development of a new set of Articles of Association that would enable the new UK entity to be founded.

15. Quality Declaration

An MB director introduced a quality declaration that had been developed by the Quality Assurance Committee as a final contribution from the group to the organization.

16. Update on MB and AG Nominations

The MB was updated on progress with the MB and Advisory Group nomination processes.

17. Update on collaborations

The CEO gave a status report on a couple of on-going collaboration negotiations.

18. Pharmacy Content Development

After a presentation and discussion, the MB decided that IHTSDO would convene a group of drug content development experts to elucidate high priority use cases and make recommendations on where IHTSDO could help. Then IHTSDO or the group of experts should draw up an impact assessment for the MB to decide on next steps.

19. Terminology Acquisition

The MB approved a Terminology Acquisition project, noting that the project leader should leverage CMT for the project.

20. Medical Devices

The CEO briefed the MB on the problems and reactions surrounding the recent release and withdrawal of the devices linkage table/Ref set from the International Release. The MB instructed the CEO to take some specific actions.

21. Awards

The MB discussed nominations and agreed on recommendations to the GA for the yearly awards.

22. Conference Update

A director briefed the MB on progress towards the October conference. The anticipated number of participants was quite high and everything seemed to be on track.

23. Consultant Terminologist Program

The MB approved a new certified consultant terminologist.

24. Next meeting



Tuesday, 22 September on GoToMeeting.