

## MINUTES OF THE 2016 ANNUAL GENERAL MEETING

of the

## HEALTH INFORMATICS SOCIETY OF AUSTRALIA

Date: Tuesday 26 July 2016  
Time: 1.02pm to 1.55pm (AEST)  
Venue: Melbourne Convention & Exhibition Centre

### 1 Welcome and attendance

#### 1.1 Attendance

Members present were noted by name by HISA Staff members on entry to the meeting

 List of attendees attached

#### 1.2 Apologies

Barbara Herden

### 2 Minutes of the 2015 Annual General Meeting

The Minutes were accepted as true and correct; motion was proposed by Nigel Chartres, seconded by Lis Herbert.

### 3 Special Resolutions Constitution Review Voting

AGM attendees were provided with 11 motions in printed format in relation to a review of the HISA Constitution. The CEO Louise Schaper and the Treasurer Phil Robinson provided an overview of the 11 motions.

#### A. Voting at the national AGM

**Motion 1:** To amend the HISA Constitution section 61 to allow for Board elections to be conducted prior to the AGM with the results announced at the AGM.

#### B. Student Members

**Motion 2:** To amend the HISA Constitution sections 13 and 81 to allow for student members to stand for and vote in branch committee elections.

#### C. Special Interest Groups (SIGs)

**Motion 3:** To amend the HISA Constitution sections 73 and 74 to document the broad responsibilities of HISA SIGs.

#### D. Branch & Board processes

**Motion 4:** To amend the HISA Constitution section 71(e) to disable a use of proxy when a Board member is absent from electronic forum.

**Motion 5:** To amend the HISA Constitution section 74 to reflect how HISA financial affairs are handled.

**Motion 6:** To amend the HISA Constitution sections 78, 79, 85, 92, 94, 96 and 97 to reflect the reality of how Board & Branches work.

**Motion 7:** To amend the HISA Constitution sections 83 and 92 to remove Branch Treasurer since that role is not required as all financial matters are handled by national office; and to instead have a Branch Vice-Chairperson.

#### **E. Branch Committees**

**Motion 8:** To amend the HISA Constitution section 81 to increase the term of Branch committees from 1 year to 2 years.

#### **F. Board Casual Vacancies**

**Motion 9:** To amend the HISA Constitution section 66 to allow the Board to fill a casual vacancy without going through the full Board nomination process.

#### **G. It's 2016 and we really don't use paper anymore (if we can help it!)**

**Motion 10:** To amend the HISA Constitution sections 4, 69, 70, 71, 72, 84, 90, 98 and 99 to recognise that the operations of HISA are conducted electronically by removing references to the keeping of (paper) books.

#### **H. Various 'clean up'**

**Motion 11:** To amend the HISA Constitution sections 33, 62, 63, 65, 68, 70, 71, 78, 83, 88, 91, 92 and 94 to clean up minor grammatical errors.

## **4 Chairperson Report**

David Hansen gave a verbal chairperson report, accompanied by a PowerPoint presentation.

### **4.1 HISA Highlights 2015/2016**

The highlights from the previous year were listed as HIC15 in Brisbane, Australian Telehealth and Big Data conferences in Sydney, CHIA growth, advocacy (input into government), the popularity of the HISA Breakfast Sessions, Membership, State Branch strength, finance and new opportunities.

### **4.2 HISA's Strategic Framework**

The chair reiterated the vision, mission and strategic framework of HISA, and highlighted the Strategic Priorities for 2016 in relation to the strategic pillars of Workforce; Leadership, Influence and Advocacy; Professional Advancement; Learning, Education and Training; Marketing and Communications; Community; and Organisational Capability.

### **4.3 CHIA**

There are currently 200 CHIAs, and HISA is receiving group bookings from employers. There are 345 current CHIA registrations. The chair reminded attendees that CHIA is governed by ACHI, HIMAA and HISA. The CHIA Examination Committee have recently reviewed all the existing

questions as well as newly written questions waiting to be added to the question bank. The process for recertification has been documented and is soon to be launched.

#### **4.4 Relationships**

HISA has formed collegial relationships with HIMAA, ACHI, IMIA, HINZ, COACH, AMIA and CHIMA.

#### **4.5 Membership**

There are currently 1000+ members, and HISA is aiming for 2000. Our community comprises 11000 who receive regular HISA communications, and a member loyalty program was launched at HIC this year.

HISA is facing challenges in relation to membership, including the need for an increasing value proposition for members, and the still high relationship between HIC attendance and membership renewal. HISA would be grateful for any member feedback to assist our strategies for doubling HISA membership.

#### **4.6 HISA Communications**

The #WeAreHealthInformatics was launched to celebrate health informaticians.

In terms of HISA's reach, we email 10 000+ people, have 1800 Twitter followers (with #HIC15 receiving 17M impressions), have 2600+ LinkedIn followers, and the national and international reach is growing.

#### **4.7 Publications**

The 2015 Australian Guidelines for the Protection of Health Information (edited by Peter Croll, Patricia Williams & Emma Hossack) was published in 2015 and the E-Safety Avoiding E-latrogenesis: A Professional Practice Standard for Health Informaticians (edited by David Rowlands, John Zelcer & Trish Williams) was published in 2016.

#### **4.8 Digital Health Workforce – Building a health workforce for the information and digital age**

HISA aims to advance your career journey in health and health informatics, and build your digital health capability. The Digital Health Workforce initiative ([www.digitalhealthworkforce.com](http://www.digitalhealthworkforce.com)) comprises the health workforce (we create, source, and share practical solutions to grow your digital health capability health in the digital age), health informatics workforce (we provide professional and industry certification, resources, and pathways to enhance your career), and our community (from emerging health informatics professionals to industry leaders, and connections to an international community). David Hansen was very pleased to announce a Digital Health Workforce Training Initiative – the Digital Health Workforce Academy – which provides fully online, self-paced courses in digital health with discounts for HISA members. Further information can be found at <http://digitalhealthworkforce.com/>.

#### **4.9 Conferences**

There were 800+ delegates at HIC15, 150+ delegates at ATC15, and 150+ delegates at Big Data 2015.

#### 4.10 Special Interest Groups

Special Interest Groups have been rebranded into Communities of Practice. Publications have addressed privacy and eSafety. In terms of Digital Hospital Design, there will be an annual conference and international tour in 2016. A new community of practice – Clinical Informatics – has been formed following 175 responses to an EOI. Workshops to progress this community were held at HIC15 and HIC16.

#### 4.11 HISA State Branches

2015/2016 has been one of the most successful AGM rounds ever, with high level candidates attracted to all state branch committees. State branch activity is really the entry point into HISA Leadership positions, as they provide local engagement with members and tend to focus on value proposition at the local level. Events are targeted at groups we want to attract into the HISA community. The strategic role of the state branches is increasing, with regular meetings with the HISA Board and CEO. A new state branch in Tasmania has been launched, and NT has highlighted interest in a branch.

#### 4.12 HISA Board Activities

The role of the Board members is to grow HISA. Board members now sponsor activities such as conferences and strategic initiatives, and the work with each other, HISA members and HISA staff to bring activities through to fruition.

#### 4.13 HISA Board Activities 2015/2016

The following people were thanked for their specific contributions to activities in the past year:

Internal HISA policies	Karen Gibson
CHIA Board	David Hansen & Trish Williams
CHIA Examination Committee	Jen Bichel-Findlay
Welfare Informatics	Tam Shepherd
ATC 2016	Leigh Donoghue
Big Data 2015	David Hansen
Privacy & E-Safety publications	Trish Williams
Clinical Informatics	Mark Santamaria
NIA	Liz Cummings, Lis Herbert
Innovation	Simon Goodrich

Lastly, the Chair thanked the Board and the HISA CEO and staff.

## 5 Treasurer Report

Phil Robinson presented the financial report for 2015-2016. The Treasurer requested that the report be accepted; proposer to this motion was Leigh Donoghue and seconder was David Rowlands.

## **6 Approval of the Audited Financial Accounts 2015-2016**

Leigh Donoghue moved acceptance of the 2015-2016 Audited Financial Report and Declarations which was made available at the annual general meeting, and this was seconded by David Rowlands.

## **7 Appointment of auditors**

The appointment of Auditors, Sean Denham & Associates, was approved for 2016-2017 by all present voting unanimously. Moved by David Rowlands and seconded by Peter MacIsaac.

## **8 Election of four (4) Board members**

There are four (4) vacant 2-year positions for the HISA Board, and 14 nominations were received. 113 votes were submitted electronically prior to the AGM, there was one proxy received, and further voting took place during the meeting. Counting was performed by the Returning Officer, Julianne Oorloff, and Vera Jovanovic. The successful nominees were David Hansen, Trish Williams, Jen Bichel-Findlay and Kudzai Kanhutu. David Hansen thanked the previous Board, with appreciation extended to Tam Shepherd.

## **9 Other Business**

No other business was raised

Meeting closed: There being no further business the meeting closed at 1.55pm.