

MINUTES OF THE 2019 ANNUAL GENERAL MEETING

of the

HEALTH INFORMATICS SOCIETY OF AUSTRALIA

Date: Thursday 26 September 2019
Time: 5.08pm to 6.08pm (AEST)
Venue: **Melbourne** – Level 1, 85 Buckhurst Street, South Melbourne
Brisbane – Level 5, UQ Health Sciences Building, 901/16 Royal Brisbane and Women’s Hospital, Herston
Via teleconference

1 Welcome and attendance

1.1 Attendance

Victoria –

Victorian venue – 11 attendees			
Louise Schaper	Helen Almond	Chris Ryan	Kudzai Kanhutu
David Wang	Philip Robinson	Sian Slade	Marcus Shirrefs
Leigh Donoghue	Julianne Oorloff	Non Members/HISA Staff – Kristal Kitto	
Brisbane venue – 14 attendees			
David Hansen	Sisira Gdirippulige	Grant Hawgood	Andrew Schulze
Gina Banfield	Alison Craswell	David Evans	David O-Driscoll
Kerri Holzhauer	Joy Smith	Karen Gibson	Tanya Tarabay
Annie Xu	David Bunker		
Teleconference – 21 attendees			
Donna Barton	George Pepes	Margot Osinki	Peter Duldig
Heather Hunt	Dallon London	Lurie Brinister	David Rowlands
Trish Williams	Philip Loya	Kathleen Gray	Jeremy Roach
Jon Patrick	Greg Moran	Benedict Okonjo	David Jones
Jen Bichel-Findlay	Cecily Gilbert	Joshua Sacks	Jon Carrano
Isobel Freaun			

1.2 Apologies

Twelve apologies were received:

Tony Abbernante	Cassandra Jordan	Michael Kidd	Glynda Summers
Sherri Watkins	Gail Robinson	Elizabeth Spearritt	Jeff Parker
Paul Cooper	Andrea Leverett	Tina Campbell	Jenn Lee

2 Minutes of the 2018 Annual General Meeting

The 31 July 2018 Minutes were accepted as true and correct; motion was proposed by David O’Driscoll, seconded by Trish Williams.

3 Chairperson Report

David Hansen gave a verbal chairperson report, accompanied by a PowerPoint presentation. Acceptance of the report was moved by Karen Gibson and Seconded by David Driscoll. **CARRIED**

3.1 HISA's Year in Focus

- HISA has had a financially successful year, as Phil will address in his report
- HISA continues to invest in the digital health community and our membership, with new strengthening and evolving our offerings and creating new services to meet the needs
- Staff numbers have grown, and we now have 20 staff, the majority full-time
- We have outgrown our previous location in North Melbourne and relocated the office to South Melbourne. The new premises being more suitable to our current needs and also allowing for growth over the coming years.

3.2 Activity

- NIA was integral in securing NI 2020 for Australia next year. This is the world's meeting place for nurses and midwives at the cutting edge of health's digital transformation and will be held in Brisbane in conjunction with HIC 27-29 July 2020. Further information can be found at www.ni2020.org
- HIC 2018 returned to Sydney for the first time since 2012 (due to the convention centre being built), and surpassed previous delegate records with an attendance of 1079.
- The newly formed CXIO Network met immediately prior to HIC. The Network was established for Clinical Leaders in Digital Health and was a group effort between ADHA, ACHI and HISA. Further information can be found at www.hisa.org.au/cxionetwork
- HISA continues to support the Australian Digital Health Executives Network, which is a network formed by a collaboration of senior digital health executives across Australia. Further information can be found at www.hisa.org.au/digitalhealthexec
- 14 Innovating Health sessions were provided. Innovating Health is HISA's thought leadership event series, and is a collaboration with Accenture. The series comprised roundtable events, design sessions and other activities, with an aim of lifting and supporting the digital health innovation agenda in healthcare. Further information can be found at www.innovatinghealth.org.au
- MedInfo 2021, the 18th World Congress on Medical and Health Informatics, will be held in Sydney 21-25 August. Further information can be found at www.medinfo2021.org
- Members are encouraged to engage in HISA conversations and share their thoughts of HISA's membership platform - Social Link
- ATC was held in Brisbane 3-4 April this year and attracted 229 attendees. Thanks were extended to the organising committee and Ashley Young from NSW who chaired the event, with the theme of *Embedding virtual, patient-centre care*.
- 2018-2019 was the year employers jumped on board with CHIA, particularly three state governments. We are now heading towards 700 CHIAs in Australia. Thanks were extended to Jen Bichel-Findlay for her chairpersonship of the CHIA Examination Committee and the committee members.

- Health Data Analytics 2019 is being held in Sydney 16-17 October. The 2018 conference received 206 attendees, becoming the largest health data event so far. Thanks were extended to the organising committee.
- Find Your Tribe promotes the Communities of Practice [CoP] (Nursing Informatics Australia, Precision Medicine Clinical Informatics, User Experience, Cybersecurity, and CHIA Alumni) and State Branches. Thanks were extended to all CoPs and state branches for their continued support of the digital health community.

3.3 Proposal to form a new digital health peak body

- The HISA Board and ACHI Council have been in talks for nearly three years in relation to uniting a creating a new organisation for health informatics and digital health, given most ACHI fellows are HISA members and both organisations strategic plans are reasonably similar.
- Members of both groups were invited to a lunchtime meeting at HIC for an update on the proposal, which will be put to members in late October to mid-November as a constitution. 75% of people present must vote the same to achieve a result in each group.
- With the upcoming schedule of conferences, NI 2020 and MedInfo 2021, and if the proposal is accepted by members, we hope to launch the NewOrg in February 2020.
- 268 people responded to a survey about the proposal, 70 people watched 3 webinars and two teleconferences, and 107 people attended an in-person session (NSW 37, Qld 30 and WA 40 attendees). There is also information available for interested people on both the HISA and ACHI website.
- Key opportunities and benefits have been identified by members, with both HISA and ACHI wanting to increase benefits for members. Over 2100 individual comments were received by the survey, all of which have been analysed and provided to both the ACHI Council and the HISA Board. HISA was pleased to see such high-level engagement with the process.
- The consultation survey indicated overwhelming support for the proposal to form a new organisation for digital health and health informatics HOWEVER members want to understand what they will be asked to make a decision on and how.
- The HISA Board and ACHI Council members held a workshop on 2 July in Melbourne, facilitated by an independent governance expert. We discussed the governance and logistical arrangement needed should members vote to proceed including those issues raised by members and fellows during consultation and via the survey.
- It was proposed that an Interim Board would be formed from current Board and Council members to manage the new organisation through the transition period. Additional legal and governance professional assistance will also be required to assist with a proposed new Constitution.
- Key questions for the new Constitution to be developed from the Australian Charities and Not-for-profits Commission (ACNC) Model:
 - The name of the New Organisation
 - Form and governance of Fellowship

- Our charitable objectives and purpose(s) – can be based on existing from ACHI and HISA objectives and must continue to fit a charitable purpose to retain HISA's charity status
- How many Directors will NewOrg have – must be no more than 9 (clause 38)
- Terms of Director (clause 41)
- The quorum required for a Director's meeting (clause 52) – default is a majority e.g. 5/9
- What will be the organisation's financial year (clause 64) – default is July 1 to June 30.

Questions raised in relation to the Chair report:

1. Bev Jones from Canberra asked about reforming an ACT Branch reforming of HISA. David Hansen indicated that Louise Schaper and Greg Moran were having a meeting with ACT stakeholders on 30 October and this will be discussed. It was recommended that this discussion be taken offline with Louise and Greg.

4 Treasurer Report

Phil Robinson presented the financial report for 2018-2019.

- HISA ended the 2018/2019 financial year with a surplus of \$145,499 against a budgeted deficit of \$21,126 which was a pleasing turnaround. This surplus equates to 4.55% of total income received and has exceeded the targeted range of +/- 2% of total income.
- The surplus was due to better than expected revenue from HITWA2018 and HDA2018 and savings in conference expenditure compared to budget.
- HISA's Members Equity is a significant financial KPI for the Society and is a measure of Organisational Capability. Our equity position has improved over the last ten years with Members Equity at the end of 2018/2019 being \$746,608. However, the Board is keen to further improve our equity position in the lead-up to NI2020 and MedInfo 2021.
- Over the last eight years, as shown on the slide, HISA has continued to diversify its income streams in accordance with the strategic direction to grow the organisation, deliver more value to members and manage the risk associated with our dependency on earnings from HIC. Income from other conferences (ATC, Health Data Analytics) remains steady, whilst income from other sources (certification, membership, business development and workforce initiatives) continues to grow.
- Income was significantly higher while expenses grew marginally in the year ended 30 April compared to the prior year resulting in the surplus figure reported in the Financial Statements
- Wage costs increased by \$127k in 2018/19 and account for almost 50% of our overall income
- Other expenses remained steady at around 12% of income in 2018/19

- The budget for 2019/2020 has been approved by the Board and has been estimated to generate a small deficit of \$34K in accordance with the Board's financial strategy of increasing activity while maintaining sufficient financial reserves to position the organisation well for the future.
- Phil thanked the Board for their input, and also thanked Louise Schaper and Joanna Dekleuver for their contribution to the result. Jo Dekleuver was also thanked for her service as Chief Financial Officer.
- The Treasurer requested that the report be accepted; proposer to this motion was Phil Robinson and seconder was Jen Bichel-Findlay. **CARRIED**

Questions raised in relation to the Treasurer report:

1. Will there be a financial implications of NewOrg? Phil Robinson indicated that HISA was familiar with ACHI's financial status and membership numbers, so there are no likely obstacles. ACHI will receive a lot more administrative support than they currently have. ACHI also changed their membership year to align with HISA several years ago, so that should not cause an issue. The new membership subscription cycle commences in April 2020, so we will need to have clarity in regards to NewOrg membership subscriptions.

5 Approval of the Audited Financial Accounts 2018-2019

Phil Robinson moved acceptance of the 2017-2018 Audited Financial Report and Declarations which was made available at the annual general meeting, and this was seconded by David Evans. Phil highlighted that the audit was more complicated this year, as there were changes to the Accounting Standards which had to be incorporated especially around the timing of revenue recognition. **CARRIED**

6 Appointment of auditors 2019-2020

The proposal to appoint Sean Denham & Associates as Auditors for 2019-2020 was moved by Phil Robinson and seconded by Jen Bichel-Findlay. The motion was carried by all present voting unanimously.

7 Election of four (4) Board members

There are four (4) vacant 2-year positions for the HISA Board, and 7 nominations were received. 174 votes were submitted electronically prior to the AGM. Counting was validated by the Returning Officer, Julianne Oorloff, and Membership Officer Miroslav Dzoic. The successful nominees were David Rowlands, Karen Gibson, Leigh Donoghue and Joshua Sacks. David Hansen congratulated the successful nominees and thanked all nominees for their commitment to HISA. He also thanked the previous Board, and made particular mention of Phil Robinson, who has acted as the HISA Treasurer for many years, and John Lambert for his contribution during his term. All board members take on activities, and if particular expertise is required, appointees can be co-opted for specific activities.

8 Other Business

David Evans raised two issues for consideration:

1. Could the incoming Board address how to keep older members committed and part of the digital health community.
2. Could the incoming Board ensure that the NewOrg has a good relationship with ADHA to that the major issues facing Australian health informaticians are a priority, e.g. interoperability.

Meeting closed: There being no further business the meeting closed at 6.08pm.