

International Health Terminology Standards Development Organization (IHTSDO)

General Assembly

7th December 2010, 21:00 UTC
Teleconference Meeting

Minutes of Meeting

Following the IHTSDO meetings in Toronto on October 15 and 17, 2010, there were a number of items requiring action by the GA prior to their next regularly scheduled meeting in April 2011. A special General Assembly meeting was convened via teleconference to address these items on December 7, 2010 at 21:00 UTC.

The attendees at the meeting were:

Australia	Paul Williams
Canada	Dennis Giokas
Denmark	Lene Asholm (proxy for Otto Larsen)
Lithuania	Normantas Ducinskas
Netherlands	Johanan van Dierman
New Zealand	Stewart Jessamine
Singapore	Colleen Brooks (proxy for Sarah Muttit)
Slovak Republic	Pavol Rieger
United Kingdom	Ken Lunn (proxy for Sally Greenway)
United States	Betsy Humphreys

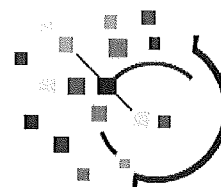
which constituted a quorum.

Betsy Humphreys chaired the meeting.

The following matters were discussed and actions taken:

1) Maximum Member fees for 2012

- a) The GA approved the corrected table of 2012 Member fees (submitted by Duncan McNeil and Martin Severs on October 29, 2010) based on a 3% increase from the 2011 Aggregate fee and the 2009 GNI increase in the Aggregate fee as the *maximum* Member fees for 2012
- b) The GA decided that the agenda for the April 2011 GA meeting should include a discussion of whether it is necessary or desirable to establish a different (and quite possibly lower) threshold for the 2012 Aggregate fee.



2) Proposed regulation on calculation of Member fees

- a) The GA agreed to send any suggested revisions to the proposed regulation by January 15, 2011.
- b) The GA requests that consideration of the proposed regulation (as modified in response to comments from GA representatives) be put on the Agenda for the April 2011 GA meeting.

3) Schedule and other attributes of closed session meetings of GA and MB

- a) The GA prefers the following sequence of GA meetings during the twice yearly IHTSDO meetings:
DAY 1 – AM: Informal GA Discussion -
Likely to include GA Members only, with MB Chair, CEO, and MB Budget lead invited for relevant portions only.
DAY 1 – PM: Closed Portion of GA Meeting –
Will often include all MB Members invited to discuss Commercial-in-Confidence matters or other items that warrant a closed session in accordance with Section 8.2.14 of the Articles of Association.
DAY 2– AM: Open Portion of GA Meeting
- b) The GA does not consider itself to be the decision- maker on scheduling the other components of the IHTSDO Meeting.

4) Proposed License Offer from Global Medical Device Nomenclature [GMDN] Agency

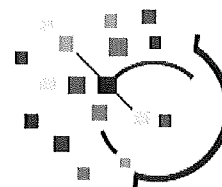
- a) The GA approved the minute outlining the course of action discussed at the October 17 meeting.
- b) The GA approved the text of the letter to Maurice Freeman.
- c) The GA has decided that letters of this kind are appropriately signed by the MB Chair or the CEO.

5) EN 13606 Association/Consortium Approach

- a) The GA approved the minute outlining the course of action discussed at the October 17 meeting.
- b) The GA approved the text of the letter to Mr. Freriks and Mr. Schippers
- c) The GA has decided that letters of this kind are appropriately signed by the MB Chair or the CEO.

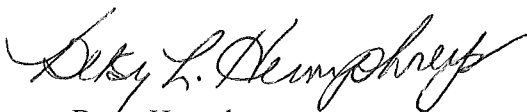
6) Open EHR Foundation

- a) The GA reviewed the draft minute and has the following comments:
 - i. The Task Force described should be led by the CEO or his designate.



- ii. A specific scope for the project to be undertaken by the Task Force should be agreed upon before the schedule is set.
 - iii. Ken Lunn is not able to commit to personal involvement in the Task Force before May 1, 2011, but can delegate participation to someone else prior to that time.
- b) The GA reviewed the text of the letter to Professor Ingram and has the following comments:
- i. The last sentence should be omitted, since additional work on scope is needed before a specific schedule can be established.
 - ii. Given the level of effort that went into the proposal, we suggest closing the letter with an additional expression of appreciation for the work that was done.
 - iii. The GA has decided that letters of this kind are appropriately signed by the MB Chair or the CEO.
- 7) Proposed change to the Articles regarding use of logos**
- a) The GA approved the amended version of the change to the Articles.

I hereby confirm that these minutes are an accurate reflection of decisions taken at the General Assembly meeting and have been approved as such by the General Assembly.


Betsy Humphreys