2010-07-19 TSC Call Minutes

From HL7 TSC

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TSC Agenda/Notes

Meeting Info/Attendees

HL7 TSC Meeting Notes **Location: call 770-657-9270 using code 124466#** GoToMeeting ID: 165-215-206 (https://www.gotomeeting.com/join/165215206)	**Date: 2010-07-19** **Time: 11:00 AM U.S. Eastern**
Facilitator John Quinn	**Note taker(s)** Lynn Laakso

Attendee	Name	Affiliation
regrets	Calvin Beebe	HL7 SSD SD Co-Chair
x	Woody Beeler	HL7 FTSD Co-Chair
?	Bob Dolin	HL7 Board Chair
x	Austin Kreisler	HL7 DESD Co-Chair
x	Lynn Laakso	HL7 staff support
regrets	Ken McCaslin	HL7 TSS SD Co-Chair
regrets	Charlie McCay (chair)	HL7 TSC Chair, Affiliate Representative
x	Charlie Mead	HL7 ArB Chair
regrets	Ravi Natarajan	HL7 Affiliate Representative
?	Ron Parker	HL7 ArB Alternate

x	John Quinn	HL7 CTO
x	Gregg Seppala	HL7 SSD SD Co-Chair
regrets	Helen Stevens	HL7 TSS SD Co-Chair
regrets	Ed Tripp	HL7 DESD Co-Chair
?	D. Mead Walker	HL7 FTSD Co-Chair

Quorum Requirements (Chair +5 with 2 SD Reps) Met: No

Agenda

Agenda Topics

1. Introduction of visitors (including declaration of interests)
2. Agenda review and approval - Charlie McCay
3. Approve Minutes from 2010-07-12_TSC_Call_Agenda
4. Review action items (http://gforge.hl7.org/gf/project/tsc/tracker/?
   action=TrackerItemBrowse&tracker_id=494) –
   - #1602 (http://gforge.hl7.org/gf/project/tsc/tracker/?
     action=TrackerItemEdit&tracker_item_id=1602&start=0) - Ken: Review draft
     description of TSC nomination committee composition
   - 1583 (http://gforge.hl7.org/gf/project/tsc/tracker/?
     action=TrackerItemEdit&tracker_item_id=1583&start=0) Create Project Scope
     Statement for TSC Communication Plan Project - scope statement
     (http://gforge.hl7.org/gf/download/trackeritem/1583/7388/HL7PSS-
     TSCCommunicationPlan20100709.doc) - Ravi Natarajan
       - Circulated the project scope and back to the TSC again for final approval
       - Ravi will approach the Marketing Council to participate.
   - 1574 (http://gforge.hl7.org/gf/project/tsc/tracker/?
     action=TrackerItemEdit&tracker_item_id=1574) Develop Quality Plan project scope
     statement, see also TSC 3-yr plan project at Project Insight #647
     (http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?
     action=edit&ProjectNumber=647) , TSC Tracker # 1364
     (http://gforge.hl7.org/gf/project/tsc/tracker/?
     action=TrackerItemEdit&tracker_item_id=1364) - Draft Product Quality Scope
     Statement (http://gforge.hl7.org/gf/download/trackeritem/1574/7385/HL7PSS-
     ProductQualityPlan-20100707.doc) - Austin Kreisler
       - Austin reports 'I haven't made any progress this week on updating QUality
         Plan Project Scope Statement' with the suggestions received.
   - #1582 (http://gforge.hl7.org/gf/project/tsc/tracker/?
     action=TrackerItemEdit&tracker_item_id=1582) - Ed: Draft Project Scope
     Statement for TSC Innovations Project

- #1581 (http://gforge.hl7.org/gf/project/tsc/tracker/? action=TrackerItemEdit&tracker_item_id=1581) - Woody: Draft Project Scope Statement for TSC T3F Strategic Initiative Review project
- #1580 (http://gforge.hl7.org/gf/project/tsc/tracker/? action=TrackerItemEdit&tracker_item_id=1580) - Ken and John: Draft Project Scope Statement for U.S. Healthcare Readiness Plan
- #1579 (http://gforge.hl7.org/gf/project/tsc/tracker/? action=TrackerItemEdit&tracker_item_id=1579) - Ken: Draft Project Scope Statement
- #1576 (http://gforge.hl7.org/gf/project/tsc/tracker/? action=TrackerItemEdit&tracker_item_id=1581) - Lynn: Work with Project Services to draft Project Communications Plan
  - Status update: have reached out to Gerald Beucheld to get input offered at WGM. Awaiting response.
- #1573 (http://gforge.hl7.org/gf/project/tsc/tracker/? action=TrackerItemEdit&tracker_item_id=1573) - John Quinn: Identify actions needed to be taken by the TSC based on Roadmap subcommittee recommendations.
- #1573 (http://gforge.hl7.org/gf/project/tsc/tracker/? action=TrackerItemEdit&tracker_item_id=1573) - From 2010-05-03: John and Charlie Mead will work on a one sheet overview of SAIF vs NIEM, reviewed by ArB with the HL7 position.
- #1539 (http://gforge.hl7.org/gf/project/tsc/tracker/? action=TrackerItemEdit&tracker_item_id=1539) - Ron to pull the elevator pitch out for TSC review.

5. HL7 Chair or CEO Report – if available
6. CTO Report - John Quinn
7. ArB Report – Charlie Mead/Ron Parker
8. Affiliates Report – Ravi Natarajan/ Charlie McCay
9. Domain Experts Report– Austin Kreisler/Ed Tripp
   - **Motion:** Approve Project Scope Statement for Emergency Medical Services DAM, V2 (http://gforge.hl7.org/gf/download/trackeritem/1596/7378/HL7_Project_Scope_Stat at TSC Tracker # 1596 (http://gforge.hl7.org/gf/project/tsc/tracker/? action=TrackerItemEdit&tracker_item_id=1596&start=0)
   - **Motion:**Approve Project Scope Statement for Emergency Medical Services Constrained Information Model & Interoperability Specifications (http://gforge.hl7.org/gf/download/trackeritem/1597/7379/HL7_Project_Scope_Stat at TSC Tracker # 1597 (http://gforge.hl7.org/gf/project/tsc/tracker/? action=TrackerItemEdit&tracker_item_id=1597&start=0)
   - **Motion:** Approve Request to publish (http://gforge.hl7.org/gf/download/trackeritem/1598/7380/AllergiesIntoleranceTopi extension of DSTU for Version 3 Standard: Care Provision Domain, Allergy & Intolerances Topic, see TSC Tracker # 1598 (http://gforge.hl7.org/gf/project/tsc/tracker/? action=TrackerItemEdit&tracker_item_id=1598&start=0)

- Request: A couple of DESD work groups are asking for guidelines to help them determine when a project should be considered Universal. They would like to see TSC guidance on this. Reported by Austin.

10. Foundation & Technology Report– Woody Beeler/Mead Walker
    - **Motion:** Approve Neutral Mapping Notation (http://gforge.hl7.org/gf/download/trackeritem/1600/7382/HL7ProjectScopeStateme by ITS WG, see TSC Tracker # 1600 (http://gforge.hl7.org/gf/project/tsc/tracker/? action=TrackerItemEdit&tracker_item_id=1600&start=0) , Project Insight # 680 (http://www.l7.org/special/Committees/projman/searchableProjectIndex.cfm? action=edit&ProjectNumber=680) .
    - **Motion:** Approve Project Scope Statement for Vocabulary Syntax Binding (http://gforge.hl7.org/gf/download/trackeritem/1447/7383/HL7ProjectScopeStateme for Vocabulary WG at TSC Tracker # 1447 (http://gforge.hl7.org/gf/project/tsc/tracker/? action=TrackerItemEdit&tracker_item_id=1447&start=0)

11. Structure & Semantic Design Report– Calvin Beebe/Gregg Seppala
    - **Motion:** Approve Request to publish (http://gforge.hl7.org/gf/download/trackeritem/1599/7381/DSTU_Publication_Requ DSTU for V3 Implementation Guide for Healthcare Associated Infections, release 5 for 24 months, see TSC Tracker # 1599 (http://gforge.hl7.org/gf/project/tsc/tracker/? action=TrackerItemEdit&tracker_item_id=1599&start=0) , Project Insight # 319 (http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm? action=edit&ProjectNumber=319) .

12. Technical & Support Services Report- Ken McCaslin/ Helen Stevens
13. Membership Comments on Steering Division Reports
14. WGM Planning -
    - Marketing and promotion - update from HQ -
    - TSC preparations - Lynn Laakso
    - Working Group preparations - agendas (http://wiki.hl7.org/index.php? title=WGM_information)
15. Discussion Topics:
    - The candidates still stand as outlined below:
        - Domain Experts: 1 nominee, having difficulty getting a second.
        - Foundation and Technology: Have 3 nominees.
        - Structured and Semantic Design: 1 nominee and potentially another.
        - Technical and Support Services: 1 nominee and potentially another.
        - International Affiliates: Have 2 nominees
    - Open Issues List (http://gforge.hl7.org/gf/project/tsc/tracker/? action=TrackerItemBrowse&tracker_id=313)

Supporting Documents

- http://gforge.hl7.org/gf/download/trackeritem/1596/7378/HL7_Project_Scope_Statement
- http://gforge.hl7.org/gf/download/trackeritem/1597/7379/HL7_Project_Scope_Statement
- http://gforge.hl7.org/gf/download/trackeritem/1598/7380/AllergiesIntoleranceTopic_DSTI
- http://gforge.hl7.org/gf/download/trackeritem/1600/7382/HL7ProjectScopeStatement_Ne

- http://gforge.hl7.org/gf/download/trackeritem/1447/7383/HL7ProjectScopeStatementvoc
- http://gforge.hl7.org/gf/download/trackeritem/1599/7381/DSTU_Publication_Request_HA
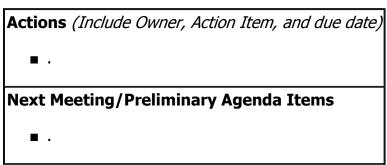
Notes

Notes/Conclusions Reached:
Quorum not reached.

1. Visitors:none
2. Agenda: John suggests we address what we can without voting.
3. Request: A couple of DESD work groups are asking for guidelines to help them determine when a project should be considered Universal. They would like to see TSC guidance on this. Reported by Austin.
   - How are local realm projects treated differently than universal realm in our processes? Woody thinks we expect active participation from more than one realm if it's universal. Should have an assertive intent to meet multi-affiliate requirements and participation from at least two HL7 organizations.
   - Gregg asks, if it's a DSTU, do you need implementers from multiple realms? Woody thought that though it would be desirable, it might present a difficult burden and should not be a requirement.
   - Austin asks how formal is the recommendation? Do you need at least two affiliates signed on, or a company like Siemens which is international in scope, does that count? Woody notes the avowed intent is as important as the body count. Someone whose primary participation is through an affiliate should be present on the project team. It needs a stated intent to meet as many international requirements as possible.
   - Austin recaps the TSC guidance that a minimum of two realms should be represented in the stakeholders, that are contributing requirements as well as participation.
   - Austin notes that the question came from an Emergency Medical Services project, (EMS-DMIM) that had been in negotiations with Dutch participation and without their participation changed the project to be U.S. Realm. Like many other times, they set it as universal realm and wait until someone calls attention to it.
   - Gregg notes that in the past when project statements have come through with a specific realm identified, we have asked why they couldn't be made international.
   - Two comments Austin noted on the quality plan he received from international affiliates regarded standards being released that indicated they were universal realm but in fact were not.
   - Woody cites Lloyd's idea that if you are bound to a code system that is not universal you are becoming realm-specific. Binding to a code system would have to be done after the universal spec is identified.
   - Austin notes that he'll put together a draft statement and circulate it to the list. ACTION ITEM: Austin will send something to the list.
4. WGM:
   - Lynn reports that HQ would like the TSC to identify some key decisions anticipated to be made at the next WGM, to be used for marketing purposes to stimulate interest and attendance.

- Woody suggests putting it on the committees to flag agenda items that would be of particular interest, for anything at an out-of-the ordinary interest level.
- Austin suggests that the request go to the co chairs list. Woody suggests that the Steering Divisions can help promote it.

5. Adjourned 11:39 AM EDT.

Next Steps

Actions (Include Owner, Action Item, and due date)
■ .
Next Meeting/Preliminary Agenda Items
■ .

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