2010-11-08 TSC Call Minutes

From HL7 TSC

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TSC Agenda/Minutes

HL7 TSC Meeting Minutes Location: Dial 770-657-9270 and enter pass code 124466#		Date: 2010-11-08 Time: 11 am EDT
	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	Tony Julian	invited guest, HL7 FTSD
x	Austin Kreisler	HL7 DESD Co-Chair
x	Lynn Laakso	HL7 staff support
.	Patrick Loyd	invited guest, HL7 T3SD
x	Ken McCaslin	HL7 TSS SD Co-Chair
regrets	Charlie McCay (chair)	HL7 TSC Chair, Affiliate Representative
regrets	Charlie Mead	HL7 ArB Chair
regrets	Ravi Natarajan	HL7 Affiliate Representative
x	Ron Parker	HL7 ArB Alternate
x	John Quinn	HL7 CTO, chair
x	Gregg Seppala	HL7 SSD SD Co-Chair

x (first half)	Helen Stevens	HL7 TSS SD Co-Chair
x	Ed Tripp	HL7 DESD Co-Chair
x	D. Mead Walker	HL7 FTSD Co-Chair
x	Jay Zimmerman	Ad-Hoc member

Quorum Requirements (Chair +5 with 2 SD Reps) Met: **yes**

Agenda

Agenda Topics

1. Introduction of visitors (including declaration of interests)
2. Agenda review and approval - John
3. Approve Minutes
   - 2010-11-01_TSC Call Agenda
4. Review action items (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemBrowse&tracker_id=494) –
   - Product Quality Plan: kickoff call scheduled for 1 PM Monday 11/8/2010
5. HL7 Chair or CEO Report – if available
6. CTO Report - John Quinn
7. ArB Report – Ron Parker
8. Affiliates Report – Ravi Natarajan
9. Domain Experts Report– Austin Kreisler/Ed Tripp
   - Suggestion: Give public recognition at WGM's to those work groups with "perfect" work group health scores
10. Foundation & Technology Report– Woody Beeler/Mead Walker
    - **Tabled Motion:** to approve updated Project Scope Statement (http://gforge.hl7.org/gf/download/trackeritem/1677/7717/RIMBAA_Project_Set_of_Wh for RIMBAA - Creation of a set of whitepapers at TSC Tracker #1677 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1677) , Project Insight # 550 (http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=550)
    - **Motion:** to approve Project Scope Statement (http://gforge.hl7.org/gf/download/trackeritem/1643/7716/MnM-ProjectForCmetR3ReconfirmationBallot.doc) for MnM - Reaffirmation of Previous Normative CMET Ballots at TSC Tracker #1643 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1643) , Project Insight # 710 (http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=710)
11. Structure & Semantic Design Report– Calvin Beebe/Gregg Seppala
12. Technical & Support Services Report- Ken McCaslin/ Helen Stevens

13. Membership Comments on Steering Division Reports
14. WGM Planning - no update
15. Organizational Relations Committee update (semiweekly (http://www.hl7.org/concalls/index.cfm?action=home.welcome&listofwgids=112)) - Helen Stevens
16. Discussion Topics:
    - "What are our key projects" decision making process
    - Open Issues List (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemBrowse&tracker_id=313)
        - TSC Tracker # 1635 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1635) : Composition of TSC Nominations Committee - Ken
        - Tracker # 1681 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1681&start=0) : Introducing new processes to HL7 - Charlie
        - Tracker # 1685 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1685&start=0) : Review of TSC Ballot Approval Summary (http://gforge.hl7.org/gf/download/trackeritem/1685/7696/TSC_ApprovalList_201: for January 2011 Ballot Cycle
            1. Name Change Requests:
                - **HL7 Version 3 Implementation Guide: Context-Aware Knowledge Retrieval (Infobutton) – Service Oriented Architecture Implementation Guide, Release 1** (2nd DSTU Ballot); CDS – Original Title: "HL7 Version 3 Implementation Guide: Context-Aware Knowledge Retrieval (Infobutton) – Decision Support Service (DSS) Implementation Guide, Release 1". Unique Ballot ID: V3_IG_DSS_KM_INFOBUTTON_R1_D2_2011JAN
                - **HL7 Version 3 Standard: Common Product Model; Medication CMETs, Release 11** (2nd Normative Ballot); RX – Original Title: "HL7 Version 3 Standard: Pharmacy; Medication CMETs, Release 11". Part of the rationale behind this name change is that they are expected to be migrated to the CPM domain. Unique Ballot ID: V3_RX_MED_CMET_R11_N2_2011JAN
            2. New Informative Ballots (and name approvals)
                - **HL7 Implementation Guide for CDA Release 2: Self-Displaying CDA, Release 1** (1st Informative Ballot), for SD – ***Project Insight ID 708 (http://www.hl7.org/special/Committees/projman/searchab: action=edit&ProjectNumber=708) (not yet come to TSC for approval*** : first ballot of this material. Unique Ballot ID: CDAR2_IG_SDISP_R1_I1_2011JAN
                - **HL7 Version 3 Domain Information Model: Emergency Medical Services, Release 1 – US Realm** (1st Informative Ballot), CIC – Project Insight ID 677 (http://www.hl7.org/special/Committees/projman/searchableProjectInc

action=edit&ProjectNumber=677) : first ballot of this material. Unique Ballot ID: V3_DIM_EMS_R1_I1_2011JAN

- **HL7 Version 3 Implementation Guide: Pharmacovigilance - Individual Case Safety Report Part 1, Release 1** (1st Informative Ballot), Patient Safety – Project Insight ID 703 (http://www.hl7.org/special/Committees/projman/searchableProjectInc action=edit&ProjectNumber=703) : first ballot of this material, Unique Ballot ID: V3_IG_RR_ICSRR1_R1_I1_2011JAN

- **HL7 Version 3 Implementation Guide: Regulated Studies; CDISC Content to Message – Study Design, Release 1** (1st Informative Ballot), RCRIM – Project Insight ID 205 (http://www.hl7.org/special/Committees/projman/searchableProjectInc action=edit&ProjectNumber=205) : first ballot of this material; withdrawn from 2010SEP (No name approval required). Unique Ballot ID: V3_IG_CDISC2MSG_SDS_R1_I1_2011JAN

3. New DSTU Ballots (and name approval for first ballot as DSTU)

- **HL7 EHR-System Electronic Nutrition Care Process Record System (ENCPRS) Functional Profile, Release 1** (1st DSTU Ballot), EHR – *Project Insight ID 706 (http://www.hl7.org/special/Committees/projman/searchab action=edit&ProjectNumber=706) (not yet come to TSC for approval*. Unique Ballot ID: EHRS_ENCPRSFP_R1_D1_2011JAN

- **HL7 Version 3 Specification: hData Record Format, Release 1** (1st DSTU Ballot) ITS – Project Insight ID 641 (http://www.hl7.org/special/Committees/projman/searchableProjectInc action=edit&ProjectNumber=641) . Unique Ballot ID: V3_ITS_HDATA_RF_R1_D1_2011JAN
  - *ArB is bringing forward a recommendation on the hData DSTU.*

- **HL7 Version 3 Specification: hData RESTful API, Release 1** (1st DSTU Ballot), ITS – Project Insight ID 641 (http://www.hl7.org/special/Committees/projman/searchableProjectInc action=edit&ProjectNumber=641) . Unique Ballot ID: V3_ITS_HDATA_REST_R1_D1_2011JAN
  - *ArB is bringing forward a recommendation on the hData DSTU.*

4. New Normative Ballot

- **HL7 Version 3 Standard: Common Message Element Types, Release 3** (1st Normative Ballot) for MNM – Project Insight ID 710 (http://www.hl7.org/special/Committees/projman/searchableProjectInc action=edit&ProjectNumber=710) : first ballot; collects all CMETs from R3 to R8 that have passed Normative ballot but not yet been submitted to ANSI. *Project Insight ID 710 (http://www.hl7.org/special/Committees/projman/searchab action=edit&ProjectNumber=710) (for today's TSC approval)*. Unique Ballot ID: V3_CMET_R3_N1_2011JAN

5. additional information (not requiring TSC vote) provided in Approval List for continuing Normative ballots, continuing Review ballots, and Comment-Only ballot for HL7 Strategic Initiatives.

Supporting Documents

1. http://gforge.hl7.org/gf/download/docmanfileversion/5958/7734/HL7ProductBriefs-CCOW-jfq.doc
2. http://gforge.hl7.org/gf/download/trackeritem/1677/7717/RIMBAA_Project_Set_of_Whitepape
3. http://gforge.hl7.org/gf/download/trackeritem/1643/7716/MnM-ProjectForCmetR3ReconfirmationBallot.doc
4. http://gforge.hl7.org/gf/download/trackeritem/1685/7696/TSC_ApprovalList_2011JAN.

Minutes

Minutes/Conclusions Reached:

1. Agenda review and approval – John; approved by general consent
2. Approve Minutes
   - 2010-11-01_TSC Call Agenda Ed moves to approve, Woody seconds. Austin abstains (DESD vote carried by Ed). **Unanimously Approved**.
3. Review action items (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemBrowse&tracker_id=494) –
   - Product Quality Plan: kickoff call scheduled for 1 PM Monday 11/8/2010; Austin notes there are five persons signed up as interested in the kickoff meeting.
4. HL7 Chair or CEO Report – not available
5. CTO Report - John Quinn
   - Does not have internet access. Lynn sent email with Martopia prototype product brief (http://gforge.hl7.org/gf/download/docmanfileversion/5958/7734/HL7ProductBriefs-CCOW-jfq.doc) . CCOW just happens to be the prototype, intention is to evaluate the format and layout; work groups will validate the technical content. Charlie has pursued the charge of product visibility. John spent time with the Martopia firm to educate them on the HL7 work and this format is what they've come up with. Feedback in next week, then plan to work on matrix of the product briefs to be developed, and set the table of contents. Following that we'll work on getting the product briefs developed and vetted. Ken notes that it would be helpful to note how long something has been around so that a user knows if it's been available a long time or if it's very new. Ed suggests we must spell out acronyms the first time we use them, just as a matter of course. Gregg asks about the 'previous version' which was the original format from the Product Visibility effort Lynn developed and the format is inconsistent between products.
6. ArB Report – Ron Parker reports to raise issue on pending DSTU ballot on hData and MicroITS.
7. Affiliates Report – none available
8. Domain Experts Report– Austin Kreisler/Ed Tripp

- Suggestion: Austin notes we should give public recognition at WGM's to those work groups with "perfect" work group health scores. There are several each cycle. John says at a minimum maybe drink tickets or name on a slide. Austin says to bring them up in general session and present them with something. Helen suggests that the SD work group co-chairs might nominate another WG to receive recognition for special effort. Ken prefers we use the statistics rather than co-chair nominations. John notes it would be nice to see cochairs fighting to maintain a consistent record for recognition. John notes with the Sydney WGM coming up we probably need a set of recommendations to get to HQ ASAP. Austin will develop something for TSC to review next week.
  - There will be two votes from DESD next week.
9. Foundation & Technology Report– Woody Beeler/Mead Walker
   - **Tabled Motion:** to approve updated Project Scope Statement (http://gforge.hl7.org/gf/download/trackeritem/1677/7717/RIMBAA_Project_Set_of_Wh for RIMBAA - Creation of a set of whitepapers at TSC Tracker #1677 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1677) , Project Insight # 550 (http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=550)
     - Helen reports they have 15 or more attendees at each meeting with a healthy dialogue in review of it. Ed asks why we wouldn't have a whitepaper go to informative ballot. The committee probably doesn't feel it would solicit input from sources that haven't already been engaged in the work group. Woody recounts that there are wiki pages that have been contributed to over years that might effectively be called white papers. They don't want to deal with the informative ballot track, but they want to have their effort documented in the project system. Ballot system has intellectual property restrictions. Mead asks if the committee feels it's a barrier? Woody notes that if they're targeting a single stakeholder group as they state perhaps it doesn't make sense to attempt a consensus ballot. Helen notes she withdraws the hesitation she expressed last week and must leave the call.
     - **Motion:** Woody moves to approve, Ken seconds. **Vote:** Unanimously approved.
   - **Motion:** to approve Project Scope Statement (http://gforge.hl7.org/gf/download/trackeritem/1643/7716/MnM-ProjectForCmetR3ReconfirmationBallot.doc) for MnM - Reaffirmation of Previous Normative CMET Ballots at TSC Tracker #1643 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1643) , Project Insight # 710 (http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=710)
     - These all passed membership level ballots back in the day; would be a confirmation with no change in content.
     - **Motion:** Woody moves to approve the project, Ken seconds. **Vote:** Unanimously approved.

10. Structure & Semantic Design Report–Gregg Seppala; no report. Trying to schedule a meeting. There's a project proposal for the ballot that hasn't come through the TSC yet. John cautions that the holidays are upon us and opportunities to meet will become limited.
11. Technical & Support Services Report- Ken McCaslin; haven't met but will be bringing forward a scope for Education International strategy project.
12. WGM Planning - no update
13. Organizational Relations Committee update (semiweekly (http://www.hl7.org/concalls/index.cfm?action=home.welcome&listofwgids=112)) - Helen Stevens is no longer available.
14. Discussion Topics:
    - "What are our key projects" decision making process; need to have discussion with Bob.
    - Open Issues List (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemBrowse&tracker_id=313)
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                - **Motion:** Jay moves to approve; Ed seconds. **Vote:** unanimously approved.
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                    - ballot opens the 29th, the 22nd is the last time we'd be available to approve it. Quorum might be dicey on the 22nd. Next week may be their last chance. Woody notes that all the work groups

knew this was going to be a short cycle. Gregg notes the two Work Groups having ballot items not approved have not responded to the scheduling Doodle Poll. Remove from ballot.

- Next three informative ballots: move to approve by Austin, second Ken. **Unanimously approved.**
- **HL7 Version 3 Domain Information Model: Emergency Medical Services, Release 1 – US Realm** (1st Informative Ballot), CIC – Project Insight ID 677 (http://www.hl7.org/special/Committees/projman/searchableProjectInc action=edit&ProjectNumber=677) : first ballot of this material. Unique Ballot ID: V3_DIM_EMS_R1_I1_2011JAN
- ~~**HL7 Version 3 Implementation Guide: Pharmacovigilance - Individual Case Safety Report Part 1, Release 1** (1st Informative Ballot), Patient Safety – Project Insight ID 703 (http://www.hl7.org/special/Committees/projman/searchableProjectInc action=edit&ProjectNumber=703) : first ballot of this material, Unique Ballot ID: V3_IG_RR_ICSRR1_R1_I1_2011JAN~~
- **HL7 Version 3 Implementation Guide: Regulated Studies; CDISC Content to Message – Study Design, Release 1** (1st Informative Ballot), RCRIM – Project Insight ID 205 (http://www.hl7.org/special/Committees/projman/searchableProjectInc action=edit&ProjectNumber=205) : first ballot of this material; withdrawn from 2010SEP (No name approval required). Unique Ballot ID: V3_IG_CDISC2MSG_SDS_R1_I1_2011JAN

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     - not being entertained by the TSC at this time.
   - **HL7 Version 3 Specification: hData Record Format, Release 1** (1st DSTU Ballot) ITS – Project Insight ID 641 (http://www.hl7.org/special/Committees/projman/searchableProjectInc action=edit&ProjectNumber=641) . Unique Ballot ID: V3_ITS_HDATA_RF_R1_D1_2011JAN
     - *ArB is bringing forward a recommendation on the hData DSTU.*
     - Come to ArB attention with DSTU for hData out of ITS group. Conversations with ITS and call with them last week, there is concern around nature of content of ballot; lack of appreciation of impact of content on organization and use in methodology etc. Does this represent a departure from constructs typically used in framing our work products? Realized it's not just an architectural issue for sure, there are other dimensions. They have tried to get feedback from other areas and had received

little. Notion for TSC consideration that energy has been expended on this effort, but it needs something other than DSTU ballot. Need to learn moer about it, expose to organization, and do more due diligence. Motion passed in ArB: Make the declaration to TSC to allow the HDATA documents to go forth as draft for comment, with the provision that the context would be provided before it goes DSTU. ITS group didn't want to stop their progress, so to put out in this manner still meets needs towards progressing to DSTU. Mead asks what the context is that needs to be provided. It's around the nature of Working artifacts, RESTful interfaces and subset of resources and RIM derivation and model formats as well as modeling pieces. Mead asks who's responsible for providing the context? Ron can't be more specific without his notes. Woody asks: the org should be embarrassed about this, as they held two sessions in Cambridge to promote understanding with no input. Someone emailed John Quinn and Charlie McCay when they asked to go to ballot. Came in with Mitre sponsorship with political overtones. We approve the title, here. The TSC will be asked again to approve its release when its publication is requested later if context is not provided with the ballot. Ed notes that draft for comment doesn't require TSC approval. Ron notes he regrets not seeing this pop up on our radar, but how do we respectfully address this exercise in establishing the necessary context in partnership with ITS. Ron feels approving this as DSTU with intent to prohibit publication is not in good faith.

- **Motion:** Ron moves we allow them (this and following HDATA ballot) to ballot for comment. Woody seconds. **Vote:** Unanimously approved.

- **HL7 Version 3 Specification: hData RESTful API, Release 1** (1st DSTU Ballot), ITS – Project Insight ID 641 (http://www.hl7.org/special/Committees/projman/searchableProjectInd action=edit&ProjectNumber=641) . Unique Ballot ID: V3_ITS_HDATA_REST_R1_D1_2011JAN
  - *ArB is bringing forward a recommendation on the hData DSTU. –*
  - See motion above.
4. New Normative Ballot
  - **HL7 Version 3 Standard: Common Message Element Types, Release 3** (1st Normative Ballot) for MNM – Project Insight ID 710 (http://www.hl7.org/special/Committees/projman/searchableProjectInd action=edit&ProjectNumber=710) : first ballot; collects all CMETs from R3 to R8 that have passed Normative ballot but not yet been submitted to ANSI.
    - **Motion**: Woody moves to approve; Gregg seconds. **Vote:** Unanimously approved. ***Project Insight ID 710 (http://www.hl7.org/special/Committees/projman/sear***

action=edit&ProjectNumber=710) (for today's TSC approval). Unique Ballot ID: V3_CMET_R3_N1_2011JAN

5. additional information (not requiring TSC vote) provided in Approval List for continuing Normative ballots, continuing Review ballots, and Comment-Only ballot for HL7 Strategic Initiatives.

   ■ Patient Safety withdrawing ICSR IG because they wanted to release it as a public document so pulling it from ballot. TSC approved it with check as public document but needed EC approval. John will check with Chuck and Bob.

Adjourned 11:58 am EST.

Next Steps

Actions *(Include Owner, Action Item, and due date)*

■ Austin will develop something on recognition of WG with perfect Health scores for TSC to review next week.

Next Meeting/Preliminary Agenda Items

■ .

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