

# 2011-02-07 TSC Call Minutes

## From HL7 TSC

### Contents

- 1 TSC Agenda/Minutes
  - 1.1 Meeting Info/Attendees
  - 1.2 Agenda
  - 1.3 Minutes
  - 1.4 Next Steps

## TSC Agenda/Minutes

### Meeting Info/Attendees

<b>HL7 TSC Meeting Minutes</b>  <b>Location: call 770-657-9270 using code 124466#</b> GoToMeeting ID: 165-215-206 (https://www.gotomeeting.com/join/165215206)			<b>Date: 2011-02-07</b> <b>Time: 11:00 AM U.S. Eastern</b>
<b>Facilitator:</b> Austin Kreisler			<b>Note taker(s):</b> Lynn Laakso
Attendee	Name	Affiliation	
x	Calvin Beebe	HL7 SSD SD Co-Chair	
x	Woody Beeler	HL7 FTSD Co-Chair	
	Bob Dolin	HL7 Board Chair	
x	Tony Julian	HL7 FTSD Co-Chair	
x	Austin Kreisler	HL7 TSC Chair, DESD Co-Chair	
x	Lynn Laakso	HL7 staff support	
x	Patrick Loyd	HL7 T3SD Co-Chair	
x	Ken McCaslin	HL7 TSS SD Co-Chair	
regrets	Charlie Mead	HL7 ArB Chair	
x	Ravi Natarajan	HL7 Affiliate Representative	
x	Ron Parker	HL7 ArB Alternate	

x	John Quinn	HL7 CTO
x	Gregg Seppala	HL7 SSD SD Co-Chair
x	Ed Tripp	HL7 DESD Co-Chair
	Jay Zimmerman	HL7 Affiliate Representative

**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 - Austin Kreisler
3. Approve Minutes of 2011-01-31\_TSC\_Call\_Agenda
4. Review action items ([http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemBrowse&tracker\\_id=494](http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemBrowse&tracker_id=494)) –
  - Suspended: John and Charlie Mead will work on a one sheet overview of SAIF vs NIEM, reviewed by ArB with the HL7 position ([http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker\\_item\\_id=1548](http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1548)) . (#1548)
  - Suspended: Identify actions needed to be taken by the TSC based on Roadmap subcommittee recommendations ([http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker\\_item\\_id=1573](http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1573)) . (#1573)
  - Create Project Scope Statement for TSC Product and Services Strategy Project ([http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker\\_item\\_id=1579&start=0](http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1579&start=0)) for Ken (#1579).
  - Create Project Scope Statement for TSC T3F Strategic Initiative Review Project ([http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker\\_item\\_id=1581&start=0](http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1581&start=0)) for Woody (#1581)
5. Review new WGM action items:
  - Calvin will check with Keith on his Google Map for CDA Usage for V3 marketing/usage statistics.
  - Ken will take issue # 1681 to Project Services on description of “process adoption” process, e.g. alpha vs endorsed vs. encouraged vs mandated i.e. Security Risk Framework Cookbook. - **completed**
  - Austin to follow up on the status of Healthcare Readiness Project Development (#1636) - **completed** pending DESD approval
  - Woody to create a project scope statement for T3F Strategic Initiative Review.
  - Ken and Lynn to draft a letter to Charlie thanking him for his service. .
  - Jane will set up a meeting with the members of the Tooling committee and Charlie and Grahame Grieve on the NCI RFP response.
  - Bob will write the first draft and Calvin will look over his shoulder, and Charlie will review for incubator proposal process (not a specific incubator project)
  - Architecture Implementation Program actions:

- Lloyd working on artifact catalog
- Patrick to develop Project Scope Statement and socialize with involved groups
- Ken to set up Architecture Program listserv - **completed**: see [http://lists.hl7.org/read/?forum=saif\\_arch\\_pgm](http://lists.hl7.org/read/?forum=saif_arch_pgm)

#### 6. Approval items:

- **Motion from Domain Experts:** Approve DSTU publication request ([http://gforge.hl7.org/gf/download/trackeritem/1766/7994/DSTU\\_Publication\\_Request\\_1](http://gforge.hl7.org/gf/download/trackeritem/1766/7994/DSTU_Publication_Request_1) for CBCC - Consent Directive CDA R2 IG at TSC Tracker # 1766 ([http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker\\_item\\_id=1766](http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1766)) , Project Insight ID# 553 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=553>) .
- **Motion from Domain Experts:** Approve project scope revision request (<http://gforge.hl7.org/gf/download/trackeritem/1767/7995/CVDAMR2ProjectScopeStatement21> for CIC - Cardiology Domain Analysis Model Release 2 at TSC Tracker # 1767 ([http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker\\_item\\_id=1767&start=0](http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1767&start=0)) , Project Insight # 726 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=726>) .

#### 7. Discussion Topics:

- SAIF Architecture Program PSS (<http://gforge.hl7.org/gf/download/docmanfileversion/6137/8012/HL7PSS-SAIF-Architecture-Program.doc>) for discussion
- T3SD/TSC/Board Proposal ([http://gforge.hl7.org/gf/download/docmanfileversion/6133/8007/2011WGM\\_TSC\\_T3SD-BoardCommProposal.doc](http://gforge.hl7.org/gf/download/docmanfileversion/6133/8007/2011WGM_TSC_T3SD-BoardCommProposal.doc)) - Board Appointed Co-Chairs/Liaisons in T3SD WGs: Ken McCaslin; GOM proposal ([http://gforge.hl7.org/gf/download/docmanfileversion/6135/8009/GOCI1101001T3SD\\_BoardCommProposal.doc](http://gforge.hl7.org/gf/download/docmanfileversion/6135/8009/GOCI1101001T3SD_BoardCommProposal.doc))
- What should be reported on a regular basis? What should those reports look like?
- TSC Technical Newsletter - should we continue?

#### 8. Reports: (attach written reports below from Steering Divisions et al.)

- <http://gforge.hl7.org/gf/download/docmanfileversion/6138/8013/CTOBODReport07Feb11>

#### 9. Open Issues List ([http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemBrowse&tracker\\_id=313](http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemBrowse&tracker_id=313))

## Supporting Documents

- [http://gforge.hl7.org/gf/download/trackeritem/1766/7994/DSTU\\_Publication\\_Request\\_Conser](http://gforge.hl7.org/gf/download/trackeritem/1766/7994/DSTU_Publication_Request_Conser)
- <http://gforge.hl7.org/gf/download/trackeritem/1767/7995/CVDAMR2ProjectScopeStatement21>
- <http://gforge.hl7.org/gf/download/docmanfileversion/6137/8012/HL7PSS-SAIF-Architecture-Program.doc>
- [http://gforge.hl7.org/gf/download/docmanfileversion/6133/8007/2011WGM\\_TSC\\_T3SD-BoardCommProposal.doc](http://gforge.hl7.org/gf/download/docmanfileversion/6133/8007/2011WGM_TSC_T3SD-BoardCommProposal.doc)
- [http://gforge.hl7.org/gf/download/docmanfileversion/6135/8009/GOCI1101001T3SD\\_BoardCommProposal.doc](http://gforge.hl7.org/gf/download/docmanfileversion/6135/8009/GOCI1101001T3SD_BoardCommProposal.doc)

- <http://gforge.hl7.org/gf/download/docmanfileversion/6138/8013/CTOBODReport07Feb11.doc>

## Minutes

### Minutes/Conclusions Reached:

Called to order at 11:04am

1. No visitors
2. Agenda review and approval - Austin Kreisler
  - Agenda has been reformatted; grouped decision approval items above the reports, as well as discussion topics. Written reports for steering divisions can be posted below. Items for the agenda can be sent to Lynn and Austin.
  - Agenda approved.
3. Approve Minutes of 2011-01-31\_TSC\_Call\_Agenda unanimously approved.
4. Review action items ([http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemBrowse&tracker\\_id=494](http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemBrowse&tracker_id=494)) – let's get due dates on these things
  - Suspended: John and Charlie Mead will work on a one sheet overview of SAIF vs NIEM, reviewed by ArB with the HL7 position ([http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker\\_item\\_id=1548](http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1548)) . (#1548) John does not have an update. Add to Friday Tech Strategy call.
  - Suspended: Identify actions needed to be taken by the TSC based on Roadmap subcommittee recommendations ([http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker\\_item\\_id=1573](http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1573)) . (#1573) John noted that Bob had reported the Board will issue the recommendations. Update due date and Re visit in one month.
  - Create Project Scope Statement for TSC Product and Services Strategy Project ([http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker\\_item\\_id=1579&start=0](http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1579&start=0)) for Ken (#1579) Ken needs a conf call with him, Austin, John and Calvin to discuss. Ken would like to have that by the end of the month.
  - Create Project Scope Statement for TSC T3F Strategic Initiative Review Project ([http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker\\_item\\_id=1581&start=0](http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1581&start=0)) for Woody (#1581) Woody will try to have it ready for next week.
5. Review new WGM action items:
  - Calvin will check with Keith on his Google Map for CDA Usage for V3 marketing/usage statistics. Calvin will try to have something next week.
  - Ken will take issue # 1681 to Project Services on description of "process adoption" process, e.g. alpha vs endorsed vs. encouraged vs mandated i.e. Security Risk Framework Cookbook. - **completed**
  - Austin to follow up on the status of Healthcare Readiness Project Development (#1636) - **completed** pending DESD approval
  - Ken and Lynn to draft a letter to Charlie thanking him for his service. Push out one week

- Jane will set up a meeting with the members of the Tooling committee and Charlie and Grahame Grieve on the NCI RFP response. Woody described the request to the Tooling committee. This can be closed. **Completed**
- Bob will write the first draft and Calvin will look over his shoulder, and Charlie will review for incubator proposal process (not a specific incubator project) - in progress.
- Architecture Implementation Program actions:
  - Lloyd working on artifact catalog
  - Patrick to develop Project Scope Statement and socialize with involved groups
  - Ken to set up Architecture Program listserv - **completed**: see [http://lists.hl7.org/read/?forum=saif\\_arch\\_pgm](http://lists.hl7.org/read/?forum=saif_arch_pgm)

#### 6. Approval items:

- **Motion from Domain Experts:** Approve DSTU publication request  
([http://gforge.hl7.org/gf/download/trackeritem/1766/7994/DSTU\\_Publication\\_Request\\_1](http://gforge.hl7.org/gf/download/trackeritem/1766/7994/DSTU_Publication_Request_1)  
for CBCC - Consent Directive CDA R2 IG at TSC Tracker # 1766  
([http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker\\_item\\_id=1766](http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1766)) , Project Insight ID# 553  
(<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=553>) .
- **Vote:** Unanimously approved.
- **Motion from Domain Experts:** Approve project scope revision request  
(<http://gforge.hl7.org/gf/download/trackeritem/1767/7995/CVDAMR2ProjectScopeStatement>  
for CIC - Cardiology Domain Analysis Model Release 2 at TSC Tracker # 1767  
([http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker\\_item\\_id=1767&start=0](http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1767&start=0)) , Project Insight # 726  
(<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=726>) .
- Gregg asked about section 6 in relation to contents of a DAM in regards to data interchange. There will be products derived from this DAM implemented in organizations outside of HL7. Woody asks if an extension into all of cardiology has implications to all of Internal Medicine. Ed notes that BRIDG has run into some of the same issues in determining termination points for handoff. They are aware and will be cognizant of that issue. Calvin mentioned that they have checked 2.b for a public document. Ed **moves to amend the motion** to acknowledge the TSC approves with caveat that EC Must approve the public document. Calvin seconds.
- **Vote:** unanimously approved.

#### 7. Discussion Topics:

- TSC Technical Newsletter - should we continue? Austin got an email from Karen today asking if we want to continue as we have not had regular contributions from across the TSC. Ed asks if there is data on whether it's being read? Cochairs in DESD didn't seem to be aware of the articles that Austin and Ed had contributed. Austin suggests we include a link to a poll to identify who had read the newsletter. Ravi notes that when he asks the Affiliates what they want to bring back to the TSC he is met with dead silence. Woody notes this publication is expressly for issues related to the TSC and they discussed it on the Monday night at the WGM. Minutes are not sufficient to inform people, we need a digest of what the TSC has done. Ravi says Lynn's weekly updates are also a digest. Austin notes he and Ed have written something for each one. Ed asks

if we should incorporate a TSC section in the newsletter rather than a separate publication. Austin and Lynn will take the idea back to Karen. John will be in the office this week and will likely have a conversation on that with Karen as well.

- SAIF Architecture Program PSS

(<http://gforge.hl7.org/gf/download/docmanfileversion/6137/8012/HL7PSS-SAIF-Architecture-Program.doc>) for discussion

- There was also a version that Patrick and others had worked on, probably need to be reconciled. Patrick notes that he's back this week and they can start batting it around. Question is whether do they want a lightweight one to get started or dive into a heavy-duty description. Austin felt this project /program would be around for a while. Patrick agrees the lightweight approach would be better. Austin also notes that it's appropriate for professional staffing. Ron notes the PSS should indicate its long continuity, long running nature, who we need to establish criteria for inclusion and exclusion in the program. It will be hard to identify what the criteria are for determining when it's 'done'. ACTION ITEM: Austin and Patrick will work on something for next week.

- T3SD/TSC/Board Proposal

([http://gforge.hl7.org/gf/download/docmanfileversion/6133/8007/2011WGM\\_TSC\\_T3SD-BoardCommProposal.doc](http://gforge.hl7.org/gf/download/docmanfileversion/6133/8007/2011WGM_TSC_T3SD-BoardCommProposal.doc)) - Board Appointed Co-Chairs/Liaisons in T3SD WGs: Ken McCaslin; GOM proposal

([http://gforge.hl7.org/gf/download/docmanfileversion/6135/8009/GOCI1101001T3SD\\_Btendered](http://gforge.hl7.org/gf/download/docmanfileversion/6135/8009/GOCI1101001T3SD_Btendered))

- Ken wasn't sure if the Board had considered this proposal yet but the GOC has already drafted a change to the GOM. Board appointed chairs in the Steering Division should also be Board Liaisons to produce Board reports for the WGMs with cochairers present at the BOD meetings to address concerns. They would keep the SD cochairers informed and let them know what's going on regarding BOD activities. Should come out from GOC as peer review next week. Ravi asks what the nomination or selection criteria are for these cochairers. The committee would select a cochair to be Board-appointed cochair to serve at the discretion of the Board chair and ratified by the Board. The term would be the length of term of the Board chair or at the BOD chair's discretion. Woody notes that it would be nice to have 3-6 months wiggle room to allow the new Board chair some time to acclimate before naming new chairs. Should be appointed by the chair but allowed to run 3-6 months past the term of the appointing chair. Ken wanted to give the new chair the option to choose new chairs if he or she wishes. All you need to say is that these cochairers serve at the pleasure of the board chair.
  - Ken accepts the friendly amendments and **moves to approve**. Woody seconds.
  - **VOTE**: unanimously approved. Austin doesn't know if it's on today's agenda but will represent it for the TSC.

- What should be reported on a regular basis? What should those reports look like?

ACTION ITEM: everybody think about it and come back in 2 weeks.

## 8. Reports: (attach written reports below from Steering Divisions et al.)

- <http://gforge.hl7.org/gf/download/docmanfileversion/6138/8013/CTOBODReport07Feb1>
    - The National Coordinator resigning was in the news last week (Blumenthal). Today's Board meeting will discuss relationship with ONC.

- Ken asks if the Product Briefs will be distributed to the TSC for review. John is reviewing them himself this week in Ann Arbor and he'll have a better idea on that after his visit.

adjourned 11:55 AM EST

## Next Steps

<b>Actions</b> <i>(Include Owner, Action Item, and due date)</i>
<ul style="list-style-type: none"><li>■ Austin and Lynn will take the idea of incorporating a TSC section in the newsletter rather than a separate publication back to Karen.</li></ul>
<b>Next Meeting/Preliminary Agenda Items</b>
<ul style="list-style-type: none"><li>■ .</li></ul>






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