

# 2011-04-11 TSC Call Minutes

From HL7 TSC

## 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 ( <a href="https://www.gotomeeting.com/join/165215206">https://www.gotomeeting.com/join/165215206</a> )			<b>Date: 2011-04-11</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	
regrets	Calvin Beebe	HL7 SSD SD Co-Chair	
	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	
	Ravi Natarajan	HL7 Affiliate Representative	
	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	

x, 1st half	Jay Zimmerman	HL7 Affiliate Representative
x	Jan Moyers	guest, observer GE Health Care perinatal interest
x	Joy Kuhl	Child Health WG, guest
x	Andy Spooner	Child Health WG, guest
x	Brian Pech	observer

**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
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)) –
5. Approval items:
  - **Motion:** Approve project scope statement ([http://gforge.hl7.org/gf/download/trackeritem/1877/8192/HL7\\_PSS\\_EHR-S\\_Neonatology\\_FP.doc](http://gforge.hl7.org/gf/download/trackeritem/1877/8192/HL7_PSS_EHR-S_Neonatology_FP.doc)) by Child Health WG of DESD for *HL7 Child Health Neonatology Profile for EHR Systems, v 1.0*, at Project Insight # 770 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=770>) , TSC Tracker # 1877 ([http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker\\_item\\_id=1877&start=0](http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1877&start=0)) .
6. Discussion topics:
  - Healthiest Work Groups Discussion
    - Current WGH measures:
      - Active projects
      - 3 Year plan
      - Mission and Charter statement(M&C) < 2 yrs old
      - Co-Chair Post-WGM Survey
      - Ballot Presence - **Drop this one since it doesn't apply to all work groups**
      - Minutes posted since last WGM
      - Last list serv activity
      - Wiki presence

- WG CC Scheduled
  - SD CC and/or e-vote Participation
  - Steering Division co-chair (TSC Representative) Election Participation - **This election only happens once a year, how do we want to count it?**
  - WG Rep at SD WGM
  - WGM scheduled
  - WG has an approved DMP based on review of the updated template
  - Proposed rules for Healthiest Work Group recognition
    - Score using the following subset:
      - Active projects
      - 3 Year plan
      - Mission and Charter statement(M&C) < 2 yrs old
      - Co-Chair Post-WGM Survey
      - Minutes posted since last WGM
      - Last list serv activity
      - Wiki presence
      - WG CC Scheduled
      - SD CC and/or e-vote Participation
      - WG Rep at SD WGM
      - WGM scheduled
      - WG has an approved DMP based on review of the updated template
    - Any work group not publishing minutes is automatically eliminated regardless of its overall score
    - Scoring is done prior to each WGM
    - Work Groups with the best WGH score (i.e., the lowest score) will be publicly recognized each WGM
    - For the plenary we will also recognize the yearly best work groups and as part of that the WG must of participated in the SD co-chair election for that year
    - Awards
      - For January and May WGMs (non-plenary), healthiest work groups will be recognized by TSC Chair in one of the morning general sessions. Work Group members will be asked to stand up and be recognized. Healthiest Work Groups would be advertised on the morning slide show prior to the general sessions
      - For the plenary in September, the healthiest work groups for the year will be recognized and ribbons will be presented to work group members (as evidenced by membership on the work group list server)
        - Logistics for this need to be worked out, perhaps ribbons can be put into registration packets, or perhaps handed out at registration desk after appropriate general session
      - Work Groups recognized as the yearly healthiest work groups will have a new logo attached to their work groups home web page. Logo to be determined, possibly the HL7 logo with "Healthiest Work Group" attached
7. Reports: (attach written reports below from Steering Divisions et al.)

8. 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

- see links

## Minutes

### Minutes/Conclusions Reached:

1. Introduction of visitors (including declaration of interests) Jan Moyer of GE Health Care perinatal interest, Joy Kuhl and Andy Spooner from Child Health
2. Agenda review and approval - Austin Kreisler – agenda approved by general consent
3. Reminder – this afternoon is the Strategic Initiatives call, please attend.
4. Approval items:
  - **Motion:** Approve project scope statement ([http://gforge.hl7.org/gf/download/trackeritem/1877/8192/HL7\\_PSS\\_EHR-S\\_Neonatology\\_FP.doc](http://gforge.hl7.org/gf/download/trackeritem/1877/8192/HL7_PSS_EHR-S_Neonatology_FP.doc)) by Child Health WG of DESD for *HL7 Child Health Neonatology Profile for EHR Systems, v 1.0*, at Project Insight # 770 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=770>) , TSC Tracker # 1877 ([http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker\\_item\\_id=1877&start=0](http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1877&start=0)) .
  - Ed notes that EHR is not yet an official co-sponsor. He reports that Pat VanDyke indicated the EHR WG supports it but is needing to take a formal vote.
  - Ken asks if this is DSTU of implementation guide. Andy notes that it's a Functional Profile as an extension of the Child Health Functional Profile in conformance with EHR-S FM. Joy adds the Neonatal FP will conform to the Child Health FP.
  - **Vote:** unanimously approved. Joy and Andy leave the call. Brian Pech joins.
5. Discussion topics:
  - Healthiest Work Groups Discussion
    - Current WGH measures reviewed
      - Ken asks if those Work Groups using listserv effectively but not using Wiki would be considered problematic if not using the wiki. Patrick notes that the listserv is difficult to search so finding historical information is problematic. Austin notes that you can still be a healthy work group without a wiki, but probably not the healthiest. Ed notes that when you're looking for information that you might search the web site and then the wiki and then become frustrated. Ken notes that there are some frustrating wiki pages out there also if it's not kept up to date and presentable. John notes that you'd have to keep your wiki pages updated to qualify for the healthiest. Ken asks if adding the burden of maintaining a wiki page is worth it for a work group otherwise having healthy activity. Patrick disagrees; that the healthiest should have an active wiki page. Gregg adds he

would have found himself in Ken's camp a year ago but has since changed his mind and would support wiki activity as a healthiest measure. Austin takes a straw poll for additional opposition and finds general support.

- Discussion of Proposed rules for Healthiest Work Group recognition
    - Austin notes that if you haven't posted minutes since the last WGM you should be automatically 'out' of consideration.
    - Other "higher priority" measures suggested: Ed notes that attendance at in-person WGM for SD should be rated higher than whether they've updated their 3-year plan.
  - Proposed recognition and awards
    - Lowest scores will be publicly recognized; if we have five WG with score of 0, we recognize them all. Might not be any at zero, then we'd recognize those with score of 1.
    - non-plenary versus plenary recognition
    - recognition of members of WG not just cochairs. Putting ribbons in a packet would be problematic to offer ribbons to list subscribers – Ken suggests bringing a stack of ribbons to the first scheduled quarter for the awarded WG for those attendees.
    - Pilot in Orlando
    - **Motion:** Ken moves to adopt this Healthiest WG recognition proposal effective next WGM 2011May. Ed seconds. Austin checks roll call to verify Jay is no longer in attendance
    - **Vote:** unanimously approved
6. Reports: (attach written reports below from Steering Divisions et al.)
7. Approve Minutes of 2011-04-04 TSC Call Agenda Patrick moves, Ed seconds approval. **Vote:** unanimously approved.
8. Ken asks about the S&I Framework effort. Has HL7 given them rights to HL7 IP? Where do we stand with that? John notes that ONC has a level of membership of its own and has agreed not to distribute our IP. Accenture folks involved with the S&I framework are using the Accenture organizational membership rights. Ken asks about other members of subcommittees. In the end the business model task force working on the IP stuff and policy guide information will make determination and it's still a debate in process. Don Mon is the most involved with it at this point.

Adjourned at 11:38 AM EDT

## Next Steps

<b>Actions</b> <i>(Include Owner, Action Item, and due date)</i>
■ .
<b>Next Meeting/Preliminary Agenda Items</b>
■ see 2011-04-18 TSC Call Agenda

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