2011-11-21 TSC Call Minutes

From HL7 TSC

TSC Agenda/Minutes

Meeting Info/Attendees

Standing Conference Calls

TSC will hold a Conference Call at 11AM Eastern time, each Monday except during scheduled face-to-face Working Group Meetings unless otherwise noted at TSC_Minutes_and_Agendas.

> **Conference Call**: Uses HL7 Conference Call Service (http://www.hl7.org/concalls /index.cfm?action=home.welcome)
> > Dial **770-657-9270** and enter pass code **985371#**
> > 124466# deactivated effective 2011-11-17
> **GoToMeeting** at https://www.gotomeeting.com/join/165215206
> > GoToMeeting ID: 165-215-206

HL7 TSC Meeting Minutes	
Location: call 770-657-9270 using ~~code 124466#~~ **new code 985371#** GoToMeeting ID: 165-215-206 (https://www.gotomeeting.com /join/165215206)	**Date: 2011-11-21** **Time: 11:00 AM U.S. Eastern**
Facilitator: Austin Kreisler	**Note taker(s)**: Lynn Laakso

Attendee	Name	Affiliation
regrets	Calvin Beebe	HL7 SSD SD Co-Chair
x	Woody Beeler	HL7 FTSD Co-Chair
x	Bob Dolin	HL7 Board Chair
x	Freida Hall	invited guest, HL7 T3SD SD Co-Chair-elect
x	Tony Julian	HL7 FTSD Co-Chair
x	Austin Kreisler	HL7 TSC Chair, DESD Co-Chair
x	Lynn Laakso	HL7 staff support
regrets	Patrick Loyd	HL7 T3SD Co-Chair
regrets	Ken McCaslin	HL7 T3SD Co-Chair
x	Charlie Mead	HL7 ArB Chair
x	Ravi Natarajan	HL7 Affiliate Representative
regrets	Ron Parker	HL7 ArB Alternate
	John Quinn	HL7 CTO

x	Helen Stevens	invited guest
x	Ed Tripp	HL7 DESD Co-Chair
	Pat Van Dyke	HL7 SSD SD Co-Chair
	Mead Walker	invited guest, HL7 DESD SD Co-Chair-elect

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

Agenda

Agenda Topics

1. Introduction of visitors (including declaration of interests)
2. Agenda review and approval - Austin Kreisler
3. Approve Minutes of 2011-11-07 TSC Call Agenda, 2011-11-14 TSC Call Agenda
4. Review action items (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemBrowse& tracker_id=494) –
   - Ken will report back on Karen's opinion on the ONC S&I LRI downgrade.
   - Review Strategic Initiatives TSC Dashboard
5. Approval items:
   - **Motion:** Approve Freida's representation of Ken for the next few weeks, as moved by Ken and seconded via email vote by both John and Pat.
   - Related change to TSC DMP: strike last sentence of section 5(c) "A maximum of one ad-hoc member is permitted at any time." in accord with proposed GOM revision.
   - **Motion:** Ravi moves appointment of Helen Stevens as Ad-hoc member for Affiliate representation until the January WGM.
   - **Motion:** Approve ***final*** Project Scope Statement (http://gforge.hl7.org/gf/download /trackeritem/2109/8856/HL7SAIFAPRiskAssessmentPSSv1.2.docx) for TSC cosponsors suggested are ArB and MnM, *Risk Assessment and Governance for SAIF Architecture Program* at Project Insight # 828 (http://www.hl7.org/special/Committees/projman /searchableProjectIndex.cfm?action=edit&ProjectNumber=828) and TSC Tracker # 2109 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit& tracker_item_id=2109&start=0)
   - **Motion:** Approve Project withdrawal request (http://gforge.hl7.org/gf/download /trackeritem/2112/8878/ANSI_proposal_withdrawal-CTLAB_AA.doc) for RCRIM of DESD, *HL7 Version 3 Standard: Periodic Reporting of Clinical Trial Laboratory Data, Release 2; Abnormality Assessment Extension* at Project Insight # 178 (http://www.hl7.org/special /Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=178) and TSC Tracker # 2112 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit& tracker_item_id=2112&start=0)
   - TSC Approval Requests (http://gforge.hl7.org/gf/download/trackeritem/2114/8890 /TSCBallotApprovalsforJanuary2012_asof_20111117.docx) , with review of Jan 2012 Ballot (http://www.hl7.org/documentcenter/public/ballots/2012JAN/announcements /Formation%20of%20Ballot%20Pools%20for%20January%202012%20Ballot%20Cycle.pdf) Anomalies, and
     - 3RD+ BALLOT CYCLE
       - HL7 Implementation Guide for CDA® Release 2: Genetic Testing Reports,

- Release 1 (4th Comment Only Ballot) – Project Insight ID: 460
          - HL7 Version 3 Standard: Identification of Medicinal Products – Creation and Maintenance Messages, Release 1 (3rd DSTU Ballot) – Project Insight ID: 501
          - HL7 Version 3 Standard: Pharmacy; Medication Knowledge-Base Query, Release 1 (7th Normative Ballot) – Project Insight ID: 189
      - PENDING PROJECT APPROVAL
          - TSC - XML Encoding Rules for Version 2 Messages, Release 2 (1st Normative Ballot) – Project Insight ID: 825
          - SD & TSC - HL7 Version 2 Implementation Guide: Clinical Genomics; fully LOINC-Qualified Cytogenetic Model, Release 1 - US Realm (1st Informative Ballot) – Project Insight ID: 663
          - TSC - HL7 Templates Registry Business Process Requirements Analysis, Release 1 (Comment Only Ballot) – Project Insight ID: 829

6. Discussion topics:
    - (10 min) Modeling vs terminology (continued)
    - Tracker# 2111 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit& tracker_item_id=2111&start=0) : Process for Work Groups changing steering divisions
        - Proposed process: Work group submits petition to change steering divisions for both its current steering division and proposed steering division. Both steering divisions need to approve petition based upon their decision making practices. Work Group may appeal steering division decisions to the TSC.
    - Reminder: Feedback on TSC_Guidance_on_Ballot_Levels (http://wiki.hl7.org /index.php?title=TSC_Guidance_on_Ballot_Levels) accepted until November 30th
    - Seeking TSC endorsement of the Product maintenance process (http://gforge.hl7.org /gf/download/trackeritem/2115/8886/Ongoing_product_maintenance_20111111.docx) (TSC Tracker #2115 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit& tracker_item_id=2115))
    - Seeking endorsement of updates to Publication Request Template (http://gforge.hl7.org /gf/download/trackeritem/2116/8887/HL7_Publication_Request_Template_2011Nov.docx) (TSC Tracker #2116 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit& tracker_item_id=2116&start=0))
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)

Supporting Documents

- See links

Minutes

Minutes/Conclusions Reached:

1. Agenda review and approval - Austin Kreisler – Charlie wants to add an item for ArB. The EC allowed a public URL for the SAIF CD; OACIS is using it for reference and Thomas Erl is requesting a video for Prentice Hall to put on their site. DSTU release in January ballot now has compliance criteria for SAIF IGs. They'd like to let them reference the DSTU material instead with declaration of material has not been balloted.
2. Bob joins, call to order 11:25 AM

3. Approval items:
   - Related change to TSC DMP: strike last sentence of section 5(c) "A maximum of one ad-hoc member is permitted at any time." in accord with proposed GOM revision. Motion by Woody second Ravi. **Vote:** Unanimously approved
   - **Motion:** Ravi moves appointment of Helen Stevens as Ad-hoc member for Affiliate representation until the IC will select a new representative. Woody seconds. **Vote:** Unanimously approved.
   - Ravi leaves the call
   - **Motion:** Approve Freida's representation of Ken for the next few weeks, as moved by Ken and seconded via email vote by both John and Pat. **Vote:** Unanimously approved.
   - **Motion:** Approve ***final*** Project Scope Statement (http://gforge.hl7.org/gf/download /trackeritem/2109/8856/HL7SAIFAPRiskAssessmentPSSv1.2.docx) for TSC cosponsors suggested are ArB and MnM, *Risk Assessment and Governance for SAIF Architecture Program* at Project Insight # 828 (http://www.hl7.org/special/Committees/projman /searchableProjectIndex.cfm?action=edit&ProjectNumber=828) and TSC Tracker # 2109 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit& tracker_item_id=2109&start=0)
       - No comments received back from the cochairs.
       - **Vote:** unanimously approved
   - **Motion:** Approve Project withdrawal request (http://gforge.hl7.org/gf/download /trackeritem/2112/8878/ANSI_proposal_withdrawal-CTLAB_AA.doc) for RCRIM of DESD, *HL7 Version 3 Standard: Periodic Reporting of Clinical Trial Laboratory Data, Release 2; Abnormality Assessment Extension* at Project Insight # 178 (http://www.hl7.org/special /Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=178) and TSC Tracker # 2112 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit& tracker_item_id=2112&start=0)
       - COH started the project but has had no activity for the past year with no plans to restart.
       - **Vote:** unanimously approved
   - TSC Approval Requests (http://gforge.hl7.org/gf/download/trackeritem/2114/8890 /TSCBallotApprovalsforJanuary2012_asof_20111117.docx) , with review of Jan 2012 Ballot (http://www.hl7.org/documentcenter/public/ballots/2012JAN/announcements /Formation%20of%20Ballot%20Pools%20for%20January%202012%20Ballot%20Cycle.pdf) Anomalies,
   - vMR IG for V2 level change to DSTU ok
   - DAM for PA requesting ballot as DSTU – determination has been made for DAM as informative only since the time the project was approved. Feeling is that there is sufficient detail provided in this project statement that we use it as an example of how DAMs can be defined as artifacts of conformance specification, rather than holding it up. Woody notes that the DAM was to be balloted along with requirements for comment in May 2011, but the Interdependent Registry topic was to be balloted as DSTU. Should the name be different, no longer a DAM? Should follow up with PA WG cochairs.
   - Security DAM pursing ballot level change from DSTU January 2010 and Informative 2010 May and now requesting to ballot release 1 again – yet we have a publication request pending for Release 1? Need to resolve those issues before it is allowed to go to ballot again. Austin is waiting for clarification from the Security work group.
   - Pharmacy ballot is round 7; Woody notes that they are actively pursuing harmonization proposals so they are working to clean up the domain and get it finished.
   - What is the purpose of a fourth comment-only ballot on Genetic Testing Reports? Concern is that no changes are being made.

- Proposed 2013 HL7 Strategic Initiatives, should be 2012 Strategic Initiatives
- Freida notes on the OO ballots, they are actively working on reconciliation so if they don't get them done they'll come back and request out of cycle ballots. She also reports that Karen had no problems with the S&I Framework ballot being downgraded.
- **Motion:** Motion to approve without Security DAM, including name change for Strategic Initiatives, pending validation of name on PA Interdependent Registries, by Ed, seconded by Woody.
  - **Vote:** Helen abstains. Passes 5/0/1.

- Not meeting next week
- Next meeting 12/5.
- Adjourned 12:02 PM ET.

Next Steps

Actions (Include Owner, Action Item, and due date)
■ Should the name be different, no longer a DAM? Should follow up with PA WG cochairs.
Next Meeting/Preliminary Agenda Items
■ No meeting 11/28/2011. ■ 2011-12-05 TSC Call Agenda

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