EST Meeting Minutes for - 02 July 2015

**Facilitator:** Andy Stechishin  
**Scribe:** David Burgess  
**Attendees:** David Burgess, Andy Stechishin, Dave Hamill, Laura Mitter, Austin Kreisler, Nat Wong, John Quinn, Jeff Brown

**Proposed Agenda Topics:**
1. Agenda review and approval (Suggestions or additions to and acceptance of agenda)  
2. Minutes review and approval  
   a. June 4 Minutes  
   b. June 16 Minutes  
3. EST Strategic Plan - Current Year Targets  
4. Risk Register  
5. Project Updates  
   a. Technical Platform and Architecture PSS  
6. Website Updates  
7. Next Meeting  
8. Review of Projects 5 years or older  
9. Parking lot for upcoming meetings  
   a. Review combined project roadmap and prioritize

**Actual Minutes:**
1. Call to Order 4:06 pm EST - Roll Call - Agenda approved as proposed, with two additions from Austin Kreisler (Tooling Evaluation for FHIR, and Certification Management System)  
   **Motion to approve David/Dave Unanimous**  
2. Approval for June 4 and June 16 meeting minutes  
   **Motion to approve David/Dave Unanimous**  
3. EST Strategic Plan – David Burgess continuing to work on first draft of current year targets.  
4. Risk Register – Nat continuing to work on.  
5. Project updates  
   Technical Platform and Architecture PSS – Andy working on  
6. Website Updates – Laura presently working on membership and educational portal, as well as resolving issue with single sign on.  
X. Continued work on Tooling Evaluation for FHIR ballot  
   a. FMG looking for evaluation for a toll to take comments from FHIR and import them into a spreadsheet for ballot resolution.  
   b. What EST needs to proceed with this request.  
      1.) Technical description of the process.  
      2.) What has already been done in the FHIR group
i. Lloyd scripted web calls though spreadsheet to drive the population of data, and possibly some loading using email?

3.) Austin will talk with publishing

4.) Add to agenda in 2 weeks to keep up on the status.

X. Look at tooling evaluation for education/certification management.
   a. Described process to provide professional certification for implementers that tracks education, work experience, participation, and other factors over time
   b. Presently the board is trying to get a “ball-park” idea for cost to help inform the creation of a PSS for deeper research.
   c. Board looking to provide a level of certification similar to those certifications issued by professional organizations.
   d. Existing software mentioned included Moodle, IHRIS, among others.
   e. Challenge to is to a system that manages the certification process as opposed to managing people with certifications.

Meeting adjourned 5:00pm EST