## January 2016 WGM - Meeting Minutes

**Date:** 2016/01/14  
**Time:** Thursday Q1

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<th>Called by</th>
<th>Facilitator</th>
<th>Note taker(s)</th>
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<tr>
<td>HL7 Electronic Services and Tools WG</td>
<td>Nat Wong</td>
<td>David Burgess</td>
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<th>Purpose</th>
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<td>WGM</td>
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<th>Attendees</th>
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<td>Andy Stechishin, Nat Wong, David Burgess, Dave Hamill, Lorraine Constable, Andy Bond, Michael, Woody Beeler</td>
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<th>Regrets:</th>
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### Agenda Topics

- Stat Planning
- Projects
- OHT

### Minutes/Conclusions Reached:

#### OHT:
- We discussed the announcement of the formation of an OHT work group. We discussed the history of the OHT and its inclusion into HL7. There was some confusion, about the perceived overlap between the mandate given to the new workgroup and our workgroup. There was concern about lack of communication in this area. We discussed whether or not it would fit better as part of our workgroup. After much discussion we decided to craft a motion voicing our thoughts inclusion of OHT within EST.
  - **MOTION:** We believe that the mandate for both OHT and EST are similar, and believe that OHT should be brought into the EST workgroup. Moved by Lorraine, seconded by David B, passed unanimously.
- Furthermore Nat took an action item to email Ken and Ann about putting this issue on the TSC agenda for further dialog.

#### Wiki:
- Recap
- Lorraine,
  - Suggest closed list for review of security issues.
  - GForge and wiki should be https but is not.
  - EST should be point of contact for issues and questions
- Will schedule a workgroup call on next Tuesday primarily to get a status on the state of the wiki issue. (David B, to schedule)

#### Inventory Architectural Catalog:
- Discussed RFP guidelines.
  - 4 weeks 140 hours usual rate $150 internal delivered internal tools catalog
- Discussed if EST or ARB would review and approve the RFP.
- Next steps:
  - Staff creates the shell of the RFP, then EST will expand on the scope. ARB to co-sponsor.

#### PSS V2 Refactoring: Re-factoring V2 publication
- Review of scope move V2 to a V3 model of publication. (web based instead of a Word/PDF format).
- Request an addition to success criteria. (Suitable documentation to support ongoing maintenance and operations of the process id provided to EST.)
- Timelines
- **MOTION:** To approve the PSS as amended. Moved by Lorraine, seconded by Andy, passed unanimously
- Action item: Michael to forward to Dave H. who will send it to Publishing. (Completed at close of the meeting.)