EST Teleconference - February 16, 2016

HL7 EST Meeting Minutes
Date: 2016–02–16

Facilitator: David Burgess
Note taker(s): Andy Stechishin

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<tr>
<th>Present</th>
<th>Name</th>
<th>Affiliation</th>
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<tr>
<td>✗</td>
<td>Andy Stechishin</td>
<td>CANA Software &amp; Services</td>
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<td>✗</td>
<td>Tamara Kamara</td>
<td>HL7 International</td>
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<td>✗</td>
<td>Laura Mitter</td>
<td>HL7 International</td>
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<td>✗</td>
<td>Dave Hamill</td>
<td>HL7 International</td>
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<td>Nat Wong</td>
<td>HL7 Australia</td>
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<td>✗</td>
<td>Jeff Brown</td>
<td>ASCO</td>
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<td>✗</td>
<td>David Burgess</td>
<td>LabCorp</td>
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<td>✗</td>
<td>Ken Rubin</td>
<td>HP</td>
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Quorum Requirements Met: Yes

Agenda

1. Role call and agenda
2. Minutes review and approval
   - Feb 2, 2016 minutes
3. Open Source Work Group
4. Wiki Issues
5. EST Strategic Plan - Current Year Targets
6. Risk Register
7. Project Updates
   ○ Technical Platform and Architecture PSS
8. Website Updates
9. Next Meeting
10. Review of Projects 5 years or older
11. Parking lot for upcoming meetings
   1. Review Combined project roadmap and prioritize

Minutes

1. Role call and agenda
   1. Meeting called to order 3:01 PM Eastern
2. Minutes Review
   1. Motion: Approve minutes Andy/Tamara 4–0–1
3. Open Source Work Group
   ○ Ken gave a run-down of OHT and the board/EC decision, Andy provided history on ES and Tooling and then the merger to EST.
   ○ Ken made a request for the set-up of a list-server to aid with the preparation of the formal Work Group request, Andy informed Ken that the WG was constrained to needing the formal request that is part of the work group set-up process and that he would need to work with Ken McCaslin on this item.
Ken asked for a contact and David said that Michael van der Zel was the best candidate and he would come back to the rest of the work group if he needed additional support.

Ken also offered to provide the agreement in principle that was reached between OHT and the HL7 board and the detailed reasoning behind the decision for a separate work group.

4. Wiki Issues
   - Tamara discussed the list of orphan pages that were distributed.

5. EST Strategic Plan
   - David will dig up and work on for current year.

6. EST Secure list
   - ESC list was created needs to be updated with new CTO, current EsT co-chairs. Andy suggested adding TSC co-chair.

7. Additional Items
   - Technical Architecture scoping for funded project, Dave reported that he had something from Paul Knapp and would continue to work on this item.
   - Board Report - David and Andy will work on together prior to next WGM. Needs to be ready for April 19 EST teleconference. Andy will send previous reports to David as an example.

8. Web site updates
   - Wiki module for XML syntax. Tamara had request to install XML syntax formatting module on wiki, Andy suggesting installling first on Publishing Wiki and doing a trial before moving to main production wiki.
9. Meeting adjourned at 3:54 PM Eastern