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| HL7 Infrastructure and Messaging Meeting MinutesLocation: Mesquite | Date: 20140121Time: Q1 |
| Facilitator | Tony Julian | Note taker(s) | Dave Shaver |
|  |
| Attendee | Name | Affiliation |
| X | Julian, Anthony \* | Mayo Clinic |
| X | Shaver, Dave \* | Corepoint Health |
| X | Stuart, Sandy \* | Kaiser Permanente |
| X | Nathan Bunker | AIRA |
| X | Rob Savage | Northrop Grumman/CDC |
|  | \* Indicates co-chair |  |
|  |
| **Quorum Requirements Met:** [ ]  Yes *(quorum achieved as defined in the Work Group Decision Making Practices?)* |

**Minutes**

1. Call to Order at 9:02am by Tony
2. Approval of Quarters Agenda – Sandy/Rob – 4-0-0
3. Approval of WGM agenda – Sandy/Rob – 4-0-0
4. Announcements – None
5. Approval of Minutes – Sandy/Rob – 4-0-0
6. Methodology
	1. V2.8.1 Status
		1. Balloted but cannot yet be published as 2.8.0 is not published
		2. The plan is to release 2.8.1 once 2.8.0 is published
	2. V2.9 Proposals
		1. No known urgency to publish; 2.8.1 addresses known regulatory issues
		2. Proposal 776 – Set IDs
			1. <http://www.hl7.org/memonly/dbtracker/display_detail.cfm?trackerid=776>
			2. In short, how do you use Set-IDs in an HL7 message? Absolutely sequential or numbering consecutive alike segments?
			3. The impact is twofold: 1) Clarity needed on examples, and 2) ERL datatype may need another component if grouping reference is necessary
			4. Action Item: Tony will research and set-up meetings with OO, etc. Rob would like to be invited to discussions and included on emails.
		3. Proposal 770 – ERR
			1. <http://www.hl7.org/memonly/dbtracker/display_detail.cfm?trackerid=770>
		4. Proposal 775 – NA/MA datatype values
			1. <http://www.hl7.org/memonly/dbtracker/display_detail.cfm?trackerid=775>
			2. <http://www.hl7.org/memonly/dbtracker/attach/775.txt>
			3. Action Item: Tony will talk with Mike Henderson
	3. CCOW
		1. Issues with a part of CCOW standard (not the entire standard)
		2. As noted in September 2013 meeting minutes (Q1 Tuesday), ISO 15408 is suspect/dead
		3. Rob moves (Sandy seconds) that we withdraw the following standards (carries 3-0-0 as Nathan stepped out of the room)
			1. CCOW Application Protection Package
			2. CCOW Context Manager Protection
			3. CCOW User Authentication Protection
	4. CMET Ballots planning
		1. Unable to discuss as we don’t have materials / need further information
7. Management
	1. SWOT
		1. Reviewed January 2012 version
		2. Needs to be updated this year
		3. Tony proposes we discuss this on a teleconference
	2. 3 year plan
		1. Tony proposes we discuss this on a teleconference
	3. DMP
		1. Up to date as of March 2013
	4. Mission and Charter
		1. Minor updates made in meeting
		2. Approval: Sandy moves / Rob seconds (carries 3-0-0 as Nathan stepped out of the room)
8. Other business - None
9. Planning for May 4 - May 9, 2014 Phoenix AZ – Yes, meeting Q1 Tuesday
10. Adjournment @ 10:20am – Rob/Sandy (3-0-1)

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| --- | --- |
| HL7 Infrastructure and Messaging Meeting MinutesLocation: Mesquite | Date: 20140121Time: Q2 |
| Facilitator | Tony | Note taker(s) |  Sandy |
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| Attendee | Name | Affiliation |
| X | Julian, Anthony \* | Mayo Clinic |
| X | Shaver, Dave \* | Corepoint Health |
| X | Stuart, Sandy \* | Kaiser Permanente |
| X | Nelson, Dale | Lantana |
| X | Brian Pech | Kaiser Permanente |
|  | \* Indicates co-chair |  |
|  |
| **Quorum Requirements Met:** [ ]  Yes  *(quorum achieved as defined in the Work Group Decision Making Practices?)* |

**Agenda Topics**

1. Call to Order
2. Approval of Quarters Agenda - Dale / Sandy 4-0-0
3. Announcements
4. How to handle batch messaging in FHIR
5. Other business
6. Planning for May 4 - May 9, 2014 Phoenix AZ
7. Adjournment

Minutes/Conclusions Reached:

1. Agenda– **Batch messaging…under FHIR – suggest base 64 representation, is there a better way to do this? Should a message header contain other resources? Question is do we really want to add an additional type of resource which is essential a batch header rather than having to binary encode. Q4 today is with FHIR – so this subject will be revisited as to their take.**
2. Minutes *N/A*
3. Additional Topics *NA*

Agenda business is ballot reconciliation? No

Ballot reconciliation posted to ballot desktop? NA

 *(if voting on ballot reconciliation, please indicate the votes are documented elsewhere, and note the item numbers from the spreadsheet, but you may document the actual vote tallies in the ballot reconciliation spreadsheet)*

1. Motion **NA**
2. Additional Topics - Planning for Phoenix – Joint with ITS (InM Hosting) – Q2

Adjourned <12:25 PM CT>.

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| Actions *(Include Owner, Action item and due date)* |
| Next Meeting / Preliminary Agenda Items |

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| HL7 Infrastructure and Messaging Meeting MinutesLocation: Mesquite | Date: 20140121Time: Q3 |
| Facilitator | Dave Shaver | Note taker(s) | Dave Shaver |
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| Attendee | Name | Affiliation |
| X | Shaver, Dave \* | Corepoint Health |
| X | Nathan Bunker | AIRA |
| X | Robert Snelick | NIST |
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|  | \* Indicates co-chair |  |
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| **Quorum Requirements Met:** [ ]  Yes  *(quorum achieved as defined in the Work Group Decision Making Practices?)* |

**Minutes**

1. Call to Order – 1:56
2. Approval of Quarters Agenda – Rob/Nathan – 2-0-0
3. Announcements
4. Methodology
	1. Discussion of arranging calls – not on top of one another
		1. Propose discuss in Q4 today
		2. Email Rob and Wendy when we have a time
	2. Can Chapter 2B pulled out as an independent “standards” document?
		1. Dave suggests that moving 2B it a “separate standard” is a deep publishing question
		2. Rationale includes
			1. Users should use latest version of process to specific and test conformance for *all* versions of HL7 V2.X.
			2. Newer features of conformance process can be useful in testing older versions of HL7. E.g., don’t test 2.5 messages using the 2.5 2B conformance process – use “latest”.
			3. CGIT would like to “move faster” in terms of publishing.
			4. All MU certification is being run “off standard” in terms of guidelines, approaches, and processes.
			5. Example: Vocabulary -- binding value sets to elements; older standards were not very useful; we want users to pick up later approaches
		3. Action item: Rob will talk with Don for guidance on process and pros/cons
	3. Definition of explicit conformance statements in IGs and the base standard
		1. Concept is that
		2. Action item: Rob will talk with Frank and Don
	4. Specifying value sets in V2 IGs
		1. Did not discuss due to time constraints
	5. Functional requirements
		1. Example of lab results in context of MU
		2. What elements are in scope? What is use? When store, process, extract, display, etc?
		3. When is translation allowed? What is displayed? Must original code be stored? Which is sent downstream?
	6. Managing v2 profile identifiers
		1. MSH-21 contains profile ID (often OID)
		2. As the profile “changes” via development (DSTUs, Normative, Errata, etc)
		3. Discussion/recommendation to review the HL7 OID document. <http://www.hl7.org/implement/standards/product_brief.cfm?product_id=210>
5. Other business - None
6. Planning for May 4 - May 9, 2014 Phoenix AZ – Continued joint meeting proposed
7. Adjournment – Done at 3:10

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| HL7 Infrastructure and Messaging Meeting MinutesLocation: Mesquite | Date: 20140121Time: Q4 |
| Facilitator | Tony | Note taker(s) | Sandy |
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| Attendee | Name | Affiliation |
| X | Julian, Anthony \* | Mayo Clinic |
| X | Shaver, Dave \* | Corepoint Health |
| X | Stuart, Sandy \* | Kaiser Permanente |
| X | Brian Pech | Kaiser Permanente |
| X | Andy Stechishin | CANA Software |
| X | Craig Parker | Intermountain Health |
| X | Renee Spronk | Ringholm |
| X | Dale Nelson | Lantana |
| X | **Steve Fine** | Cerner |
| X | **Ewout Kramer** | Furore |
| X | **Chandra Reddy** | HL7 India |
| X | **Brad Arndt** | Cerner |
|  | \* Indicates co-chair |  |
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| **Quorum Requirements Met:** [ ]  Yes  *(quorum achieved as defined in the Work Group Decision Making Practices?)* |

**Minutes**

1. Call to Order
2. Approval of Quarters Agenda - Rene / Sandy – 11-0-0
3. Announcements
4. Do we need batch in FHIR –
	1. Renee can’t think of a use case in V3 FHIR. However as the spec is applied and tested – a use case could be offering of a use case to test a potential batch type use.
	2. Additional Quality checks and going to DSTU and going over existing materials, 1) Review definition of codes 2) value sets. 3) Examples to be reviewed.
	3. SOA / InM /ITS meeting – proposal was SOA and OO had been doing some work on the dynamics of order exchange and possibly using a SOA exchange to do so. Today we need to understand if this touch on REST and involvement from FHIR group and InM that would need engagement with. FHIR (Ewout) will arrange calls in the future for discussion.
	4. FHIR Resources within InM and ITS - TBD
5. Other business - None
6. Planning for May 4 - May 9, 2014 Phoenix AZ - Yes – same quarter FHIR / ITS / InM Hosting
7. Additional Topics *(Discussion on agenda topic 3; If voting on ballot reconciliation item:*

Agenda business is ballot reconciliation? No

1. **Motion - None**
2. Additional Topics  *- None*
3. Adjourned <04:35 PM CT>.

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| Actions *(Include Owner, Action item and due date)* |
| Next Meeting / Preliminary Agenda Items |

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| HL7 Infrastructure and Messaging Meeting MinutesLocation: Chula Vista | Date: 20140122Time: Q4 |
| Facilitator | Tony | Note taker(s) | Tony |
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| Attendee | Name | Affiliation |
| X | Julian, Anthony \* | Mayo Clinic |
| X | Shaver, Dave \* | Corepoint Health |
| X | Stuart, Sandy \* | Kaiser Permanente |
| X | Grain, Heather | Standards Australia |
| X | Klein, Ted | Klein Consulting |
| X | Couderc, Carmela | Siemens Healtcare |
|  | \* Indicates co-chair |  |
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| **Quorum Requirements Met:** [ ]  Yes  *(quorum achieved as defined in the Work Group Decision Making Practices?)* |

**Minutes**

1. Call to Order
2. Approval of Quarters Agenda
	1. **Proposal 741 add IBAN to 0203**
	2. **Motion to approve(ted/Sandy)**
	3. **Vote 5-0-0**
3. Table 0356: See proposal 788
4. Table 0357: See proposal 789
5. HL7 Table 0532 - Expanded Yes/no Indicator is null values + y/n table
6. In v2.9 chapter 2.c will be generated from Frank's DB
7. Planning for May 4 - May 9, 2014 Phoenix AZ
	1. Plan to Meet in Phoenix, same time
8. Adjournment