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| HL7 Infrastructure and Messaging Meeting Minutes  Location: Conference Call | | | Date: 20160808 Time: 12:00pm Eastern | | | |
| Facilitator | Tony Julian | | Note taker(s) | | | Tony Julian |
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| Attendee | Name | | | Affiliation | | |
| X | Anthony Julian | | | Mayo Clinic | | |
| R | Sandy Stuart | | | Kaiser Permanente | | |
| X | Dave Shaver | | | Corepoint Health | | |
| X | Brian Pech | | | Kaiser Permanente | | |
| (mark x if on the conference call, or regrets) |  | | |  | | |
|  | | | | | | |
| Quorum Requirements | | Chair + 2 | | Met | Yes/No | |

**Agenda Topics**

1. Agenda review and approval
2. Management
   1. Review DPM
   2. Review mission and charter
   3. Review SWOT
3. Methodology
   1. '''Motion to take from the table''' issue from May 27, 2015
4. Adjournment

Supporting Documents -

1. <http://gforge.hl7.org/gf/project/inm_messaging/scmsvn/?action=browse&path=%2F%2Acheckout%2A%2Ftrunk%2FInm_DMP_V15_20160808.docx>
2. <http://gforge.hl7.org/gf/project/inm_messaging/scmsvn/?action=browse&path=%2F%2Acheckout%2A%2Ftrunk%2F2016-08-08-InM-SWOT.rtf>
3. <http://gforge.hl7.org/gf/project/inm_messaging/scmsvn/?action=browse&path=%2F%2Acheckout%2A%2Ftrunk%2FInM%2520Mission%2520and%2520Charter%2520Revision-20160808.docx>
4. <http://www.hl7.org/documentcenter/public_temp_C340E56A-1C23-BA17-0C4CC29B3D4ED66C/wg/inm/minutes/20150527-Inm-Minutes.docx>

Minutes/Conclusions Reached:

1. Management
   1. Review DPM
   2. Review Mission and Charter
   3. Review SWOT
   4. **Motion** to accept DMP, M&C, SWOT (Dave/Brian)
   5. **Vote** (2-0-0)
2. Metholodogy
   1. **Motion** to take from the table''' issue from May 27, 2015 (Brian/Dave)
   2. **Vote (**2-0-0)
   3. **Motion** That the representation 99zzz represents any code system that starts with 99 followed by any number of alphanumeric characters. Length of the name is not to exceed field width, and is subject to local implementation."(Dave/Brian)
   4. **Vote** (2-0-0)
3. Adjourned 12:19 Pm U.S. Eastern

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| Actions *(Include Owner, Action item and due date)*   * Tony will distribute Documents to Anne @ HL7 hq * Tony will communicate the 99zzz result to Vocab. |
| Next Meeting / Preliminary Agenda Items | |