

2011-10-10 TSC Call Minutes

From HL7 TSC

TSC Agenda/Minutes

Meeting Info/Attendees

HL7 TSC Meeting Minutes Location: call 770-657-9270 using code 124466# GoToMeeting ID: 165-215-206 (https://www.gotomeeting.com/join/165215206)		Date: 2011-010-10 Time: 11:00 AM U.S. Eastern
Facilitator: Austin Kreisler		Note taker(s): Lynn Laakso
Attendee	Name	Affiliation
x	Calvin Beebe	HL7 SSD SD Co-Chair
x	Woody Beeler	HL7 FTSD Co-Chair
	Bob Dolin	HL7 Board Chair
	Freida Hall	invited guest, HL7 T3SD SD Co-Chair-elect
regrets	Tony Julian	HL7 FTSD Co-Chair
x	Austin Kreisler	HL7 TSC Chair, DESD Co-Chair
x	Lynn Laakso	HL7 staff support
x	Patrick Loyd	HL7 T3SD Co-Chair
2nd half	Ken McCaslin	HL7 T3SD Co-Chair
1st half	Charlie Mead	HL7 ArB Chair
regrets	Ravi Natarajan	HL7 Affiliate Representative
	Ron Parker	HL7 ArB Alternate
x	John Quinn	HL7 CTO
x	Ed Tripp	HL7 DESD Co-Chair
x	Pat Van Dyke	HL7 SSD SD Co-Chair
	Mead Walker	invited guest, HL7 DESD SD Co-Chair-elect
	Jay Zimmerman	HL7 Affiliate Representative
x	Brian Pech	observer

Quorum Requirements (Chair +5 with 2 SD Reps) Met: yes

Agenda

Agenda Topics

1. Introduction of visitors (including declaration of interests)
2. Agenda review and approval - Austin Kreisler
3. Approve Minutes of 2011-10-03 TSC Call Agenda
4. Review action items (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemBrowse&tracker_id=494) –
 - 1978 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1978&start=0) - Update ballot guidance document on reference to "Implementation Guide"; next steps?
 - From last meeting:
 - John asks Charlie to write up a half-page justification for him to use in requesting the SAIF CD be published for public reference
 - Patrick will inform Tooling that since external communication is needed that the communication plan approval process be documented.
5. Approval items:
 - **Motion:** Approve Project Requests for Templates/PC: Care Provision - at TSC Tracker # 2049 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2049&start=0)
 - Care Record Topic to normative ballot (<http://gforge.hl7.org/gf/download/trackeritem/2049/8752/HL7PSSCareProvisionCareRecord-Normative-Sept28-2011.doc>) , at Project Insight # 810 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=810>)
 - Care Record Query Topic to normative ballot (<http://gforge.hl7.org/gf/download/trackeritem/2049/8753/HL7PSSCareProvisionCareRecordQuery-Normative-Sept282011.doc>) , at Project Insight # 811 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=811>)
 - Care Transfer Topic to normative ballot (<http://gforge.hl7.org/gf/download/trackeritem/2049/8754/HL7PSSCareProvisionCareTransfer-Normative-Sept282011.doc>) , at Project Insight # 812 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=812>)
 - D-MIM to normative ballot (<http://gforge.hl7.org/gf/download/trackeritem/2049/8755/HL7PSSCareProvisionD-MIM-Normative-Sept282011.docx>) , at Project Insight # 813 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=813>)
 - **Motion:** Approve DSTU Publication Request (http://gforge.hl7.org/gf/download/trackeritem/2069/8759/HL7V251DeathReportingIGPublication_Request_2011Sept.doc) for 24 months for PHER of DESD: *HL7 Version 2.5.1 Implementation Guide: Vital Records Death Reporting, R1*, at PI # 735 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=735>)
 - **Motion:** Approve Project Scope Statement (http://gforge.hl7.org/gf/download/trackeritem/2072/8772/CVDAMR3_HL7PSS_CICApproved15SEP2011.doc) for CIC of DESD: *Cardiology Domain Analysis Model Release 3*, at PI # 815 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=815>) , TSC Tracker # 2072 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2072)
6. Discussion topics:

- (Ken) California HealthCare Foundation (CHCF) will turn over Intellectual Property (IP) to HL7 for the ELINCS Lab Order Message Implementation Guide (IG) for the purpose of balloting it as a DSTU and the document can be distributed to the voters for their review. CHCF will maintain IP rights so that they can respond to the DSTU comments and the input from the pilots to update the document to be presented to HL7 upon completion of the pilot as release 2 of the document to become a Normative Ballot. This makes sense to me since CHCF is willing to do the heavy lifting and is bringing the document to HL7 to help facilitate engagement of the greater community at major milestones of their development cycle. It benefits HL7 as well as the greater healthcare community to have shared IP when organizations are actively promoting a trial use of their work efforts. If the TSC agrees, can we fast track this through the Executive Committee?
 - TSC Guidance on Ballot levels - feedback wiki page (http://wiki.hl7.org/index.php?title=TSC_Guidance_on_Ballot_Levels) , please promote in your Steering Divisions.
7. Reports: (attach written reports below from Steering Divisions et al.)
 8. Open Issues List (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemBrowse&tracker_id=313)

Supporting Documents

- See links

Minutes

Minutes/Conclusions Reached:

Call to order at 11:03 AM

1. Introduction of visitors (including declaration of interests) no guests announced themselves.
2. Agenda review and approval - Austin Kreisler; approved by general consent
3. Approve Minutes of 2011-10-03 TSC Call Agenda
 - **Vote:** unanimously approved
4. Review action items (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemBrowse&tracker_id=494) –
 - 1978 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=1978&start=0) - Update ballot guidance document on reference to "Implementation Guide"; next steps?
 - Wiki page set up to gather comments at http://wiki.hl7.org/index.php?title=TSC_Guidance_on_Ballot_Levels. Comments period will close November 30th. Ed suggests that with cochair notices we send reminders to make their suggestions.
 - From last meeting:
 - John asks Charlie to write up a half-page justification for him to use in requesting the SAIF CD be published for public reference. Charlie reports this is completed and John notes that it was received.
 - Patrick will inform Tooling that since external communication is needed that the communication plan approval process be documented. Patrick notes that this was completed.
5. Approval items:
 - **Motion:** Approve Project Requests for PC: Care Provision - at TSC Tracker # 2049

(http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2049&start=0)

- Care Record Topic to normative ballot (<http://gforge.hl7.org/gf/download/trackeritem/2049/8752/HL7PSSCareProvisionCareRecord-Normative-Sept28-2011.doc>) , at Project Insight # 810 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=810>)
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- D-MIM to normative ballot (<http://gforge.hl7.org/gf/download/trackeritem/2049/8755/HL7PSSCareProvisionD-MIM-Normative-Sept282011.docx>) , at Project Insight # 813 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=813>)
- Ed amends the motion on the care record to include the condition that the withdrawal of the previous project for ANSI purposes be completed in a timely manner. Woody seconds. Woody notes that we've never tried to ballot a DMIM individually but usually as part of a domain, where the domain is not being balloted but as topics. Austin and Ed note that Clinical Statement offers a precedent. There are not enough resources in the committee to do everything at once so it must be broken into topics.

Vote on amended motion, for all four projects: unanimously approved.

- Brian joins.
- **Motion:** Approve DSTU Publication Request (http://gforge.hl7.org/gf/download/trackeritem/2069/8759/HL7V251DeathReportingIGPublication_Request_2011Sept.doc) for 24 months for PHER of DESD: *HL7 Version 2.5.1 Implementation Guide: Vital Records Death Reporting, R1*, at PI # 735 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=735>)

Vote: unanimously approved

- **Motion:** Approve Project Scope Statement (http://gforge.hl7.org/gf/download/trackeritem/2072/8772/CVDAMR3_HL7PSS_CICApproved15SEP2011.doc) for CIC of DESD: *Cardiology Domain Analysis Model Release 3*, at PI # 815 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=815>) , TSC Tracker # 2072 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2072)
 - Austin notes the release 3 is an update to an existing project, that could be closed. R2 was project ID 726, which is still open and just balloted in 2011September. They are still conducting reconciliation. Austin just wants to make sure the current project is closed out properly before Release 3 goes to ballot. ACTION ITEM: Ed will communicate that to the co-chairs of CIC.

Vote: unanimously approved.

6. Discussion topics:

- (Ken) California HealthCare Foundation (CHCF) will turn over Intellectual Property (IP) to HL7 for the ELINCS Lab Order Message Implementation Guide (IG) for the purpose of balloting it as a DSTU and the document can be distributed to the voters for their review.

CHCF will maintain IP rights so that they can respond to the DSTU comments and the input from the pilots to update the document to be presented to HL7 upon completion of the pilot as release 2 of the document to become a Normative Ballot. This makes sense to me since CHCF is willing to do the heavy lifting and is bringing the document to HL7 to help facilitate engagement of the greater community at major milestones of their development cycle. It benefits HL7 as well as the greater healthcare community to have shared IP when organizations are actively promoting a trial use of their work efforts. If the TSC agrees, can we fast track this through the Executive Committee?

- Austin provides history of the development of the ELINCS IG. Patrick also participated on this development. Extensive discussion ensued with **Motion** by Woody: TSC believes that a collaborative project with CHCF to develop the DSTU balloted under O&O, which makes strong technical sense, and look forward to receiving a PSS once the IP questions are resolved in consultation with the Executive Committee. Second by Ken. **Vote:** unanimously approved.
- TSC Guidance on Ballot levels - feedback wiki page (http://wiki.hl7.org/index.php?title=TSC_Guidance_on_Ballot_Levels) , please promote in your Steering Divisions.

Adjourned 11:47 AM EDT.

Next Steps

Actions *(Include Owner, Action Item, and due date)*

- Ed will communicate that the current project should be closed out properly before Release 3 goes to ballot, to the co-chairs of CIC.

Next Meeting/Preliminary Agenda Items

- 2011-10-17 TSC Call Agenda.

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