

2011-10-17 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: 2011-10-17 Time: 11:00 AM U.S. Eastern
Facilitator: Austin Kreisler	Note taker(s): Lynn Laakso

Attendee	Name	Affiliation
regrets	Calvin Beebe	HL7 SSD SD Co-Chair
x	Woody Beeler	HL7 FTSD Co-Chair
	Bob Dolin	HL7 Board Chair
regrets	Freida Hall	invited guest, HL7 T3SD SD Co-Chair-elect
x	Tony Julian	HL7 FTSD Co-Chair
x	Austin Kreisler	HL7 TSC Chair, DESD Co-Chair
x	Lynn Laakso	HL7 staff support
	Patrick Loyd	HL7 T3SD Co-Chair
	Ken McCaslin	HL7 T3SD Co-Chair
1st half	Charlie Mead	HL7 ArB Chair
x	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
resigned	Jay Zimmerman	HL7 Affiliate Representative

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 2011-10-10 TSC Call Agenda
4. Review action items (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemBrowse&tracker_id=494) –
 - From last meeting: regarding 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) , Ed will communicate to the co-chairs of CIC that the current project must be closed out properly before Release 3 goes to ballot.
5. Approval items:
 - **Motion:** Approve Project Scope Statement (<http://gforge.hl7.org/gf/download/trackeritem/2054/8790/HL7PSSMnMIR4Hprojectv0.5.doc>) for MnM of FTSD, cosponsored by TSC & ITS Work Groups: *Interoperability Resources for Healthcare Methodology Design*, at PI # 809 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=809>) , TSC Tracker # 2054 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2054)
 - **Motion:** Approve withdrawal (http://gforge.hl7.org/gf/download/trackeritem/2078/8791/ISO9660_withdrawal.doc) of *HL7 Version 3 Standard: Transport Specification – ISO 9660-Compliant Removable Media, Release 1*, at Project Insight # 283 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=283>) , TSC Tracker # 2078 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2078) .
 - **Motion:** Approve Project Scope Statement (<http://gforge.hl7.org/gf/download/trackeritem/2079/8792/HL7PSS-ExternalTerminologyAuthorityv3.doc>) of *Development of policies and procedures of an HL7 terminology authority*, for Vocabulary WG, cosponsored by Tooling, at Project Insight # 806 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=806>) , TSC Tracker # 2079 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2079) .
6. Discussion topics:
 - TSC Tracker# 2041 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2041) : TSC Chair nomination and election:
 - entertain motion to close nomination period and vote on 2012-2013 TSC Chair.
 - Discuss potential revision to TSC Chair election process.
 - GOM revision recommendation (<http://gforge.hl7.org/gf/download/docmanfileversion/6503/8796/GOCI1109003TSCadhocmembers.pdf>) from Chuck Meyer: we make explicit that the TSC may have multiple ad hoc members, and use that to cover retention of the "immediate past TSC Chair".
 - Resignation of Jay Zimmerman as Affiliate Representative
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 11:05 AM

1. Introduction of visitors (including declaration of interests) none identified
2. Agenda review and approval - Austin Kreisler – add in Charlie Mead’s request after action item.
3. Approve Minutes of 2011-10-10 TSC Call Agenda – Ravi abstains. Approved 5/0/1.
4. Review action items (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemBrowse&tracker_id=494) –
 - From last meeting: regarding 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) , Ed will communicate to the co-chairs of CIC that the current project must be closed out properly before Release 3 goes to ballot.
 - Ed updates the group: email back from CIC still unclear. As they reconcile they may have enough to hold off completing release 2 and incorporate changes into R3; in which case it’s one project. If they have changes sufficient to publish R2 they will. Ed recounts that RCRIM went through something similar with RPS but it’s workable. Ed asks if, for future discussion, should we give guidance on when a new project scope is warranted or scope change to an existing project scope is needed. Defer the question to Project Services. Action Item: Austin will contact PSC.
 - Woody joins
5. ArB update: SAIF CD negatives have been withdrawn save the German contingent. All comments have been addressed but remaining negative voters not finding the resolutions sufficient. Austin reminds him we already approved the publication request. ArB has no further reconciliation activity required. John suggests that the documentation of the communication efforts with the remaining negative voters be available for review if questions arise.
6. Approval items:
 - **Motion:** Approve Project Scope Statement (<http://gforge.hl7.org/gf/download/trackeritem/2054/8790/HL7PSSMnMIR4Hprojectv0.5.doc>) for MnM of FTSD, cosponsored by TSC & ITS Work Groups: *Interoperability Resources for Healthcare Methodology Design*, at PI # 809 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=809>) , TSC Tracker # 2054 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2054)
 - This is the project formerly known as RFH. Title is still being wrangled with the Marketing Committee.
 - **Vote:** Unanimously approved.
 - **Motion:** Approve withdrawal (<http://gforge.hl7.org/gf/download/trackeritem/2078/8791>

/ISO9660_withdrawal.doc) of *HL7 Version 3 Standard: Transport Specification – ISO 9660-Compliant Removable Media, Release 1*, at Project Insight # 283 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=283>) , TSC Tracker # 2078 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2078) .

- Woody notes that for the former normative editions in which it was included it is still valid; is it when the ANSI standard came for renewal there was no interest to renew, or was it ever published as a standard?

- **Vote:** Unanimously approved.

- **Motion:** Approve Project Scope Statement (<http://gforge.hl7.org/gf/download/trackeritem/2079/8792/HL7PSS-ExternalTerminologyAuthorityv3.doc>) of *Development of policies and procedures of an HL7 terminology authority*, for Vocabulary WG, cosponsored by Tooling, at Project Insight # 806 (<http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=806>) , TSC Tracker # 2079 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2079) .

- HL7 needs to establish a terminology authority within the organization for cooperation with SNOMED. The project is not to establish the authority but to evaluate and develop policies and procedures for the establishment of such an authority.

- Action Item: Woody will follow up with Ted on where they're going to keep their documents.

- **Vote:** Unanimously approved.

7. Discussion topics:

- TSC Tracker# 2041 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2041) : TSC Chair nomination and election:
 - entertain motion to close nomination period and vote on 2012-2013 TSC Chair. Ed moves and Pat/John second.
 - **Vote:** Unanimously approved.
 - John moves we elect Austin as incoming TSC Chair for 2012-2013. Ravi seconds.
 - **Vote:** Unanimously approved.
 - Discuss potential revision to TSC Chair election process.
- GOM revision recommendation (<http://gforge.hl7.org/gf/download/docmanfileversion/6503/8796/GOCI1109003TSCadhocmembers.pdf>) from Chuck Meyer: we make explicit that the TSC may have multiple ad hoc members, and use that to cover retention of the "immediate past TSC Chair".
 - Proposal reviewed. Woody finds this a useful revision, but would still like to see the immediate past TSC Chair position formalized in TSC Decision Making practices or the GOM. The expression of the importance of the continuity of experience is similar to the Board. If an immediate past TSC chair revision is not feasible in a timely manner the GOC should proceed with this change and continue work on defining the immediate past TSC chair in the GOM. Response back to Chuck that this revision is welcomed but we also want to see our original proposal go forward to express the importance of the organizational continuity and as a safety net for the TSC. Action Item: Austin will draft something and send it back to Chuck.
 - Austin would like GOC to attend a future call to discuss changes to election process for TSC Chair
- Resignation of Jay Zimmerman as Affiliate Representative; his term would run until the

end of 2012. Discussion ensued of the time frame anticipated for identifying a replacement or the TSC exercising the privilege of appointing an ad-hoc member. Ravi will let the Affiliate Council know that the TSC prefers identification of a representative or candidate in three weeks and if the formal election cannot be done until San Antonio then the TSC has an opportunity to appoint them as an ad-hoc member in the interim.

8. Reports: (attach written reports below from Steering Divisions et al.)

Adjourned 11:55 AM EDT

Next Steps

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

- Austin will contact PSC to offer guidance on when a new project scope is warranted or scope change to an existing project scope is needed.
- Woody will follow up with Ted on where the Vocab WG is going to keep their documents on the Terminology Authority.
- Austin will draft something and send it back to Chuck that this GOM revision is welcomed but we also want to see our original proposal go forward to express the importance of the organizational continuity and as a safety net for the TSC.

Next Meeting/Preliminary Agenda Items

- 2011-10-24 TSC Call Agenda.

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