2012-05-29 TSC Call Minutes

From HL7 TSC

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TSC Agenda/Minutes

Meeting Info/Attendees

<table>
<thead>
<tr>
<th>HL7 TSC Meeting Minutes</th>
<th>Date: 2012-05-29</th>
<th>Time: 11:00 AM U.S. Eastern</th>
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</thead>
<tbody>
<tr>
<td>Location: call 770-657-9270 using code 985371#</td>
<td>Note taker(s): Lynn Laakso</td>
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<tr>
<td>GoToMeeting ID: 165-215-206 (<a href="https://www.gotomeeting.com/join/165215206">https://www.gotomeeting.com/join/165215206</a>)</td>
<td>Facilitator: Austin Kreisler</td>
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Quorum = chair + 5 including 2 SD represented

<table>
<thead>
<tr>
<th>Chair/CTO</th>
<th>ArB</th>
<th>International Affiliate Rep</th>
<th>Ad-Hoc</th>
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<tbody>
<tr>
<td>x Austin Kreisler</td>
<td>x</td>
<td>Charlie Mead</td>
<td>Ravi Natarajan</td>
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<td>x John Quinn</td>
<td>x</td>
<td>Ron Parker</td>
<td>Giorgio Cangioli</td>
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<thead>
<tr>
<th>Domain Experts</th>
<th>Foundation and Technology</th>
<th>Structure and Semantic Design</th>
<th>Technical and Support Services</th>
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<tbody>
<tr>
<td>regrets</td>
<td>x</td>
<td>Woody Beeler</td>
<td>x</td>
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<tr>
<td>x</td>
<td>Mead Walker</td>
<td>regrets</td>
<td>Tony Julian</td>
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ex officio

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<tr>
<th>Invited Guests</th>
<th>Observers</th>
<th>HL7 Staff</th>
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<tr>
<td>x</td>
<td>Lloyd McKenzie</td>
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\| Bob Dolin (Vice Chair) vote | x | .. | x | .. | .. |
Agenda

Agenda Topics

1. Introduction of visitors (including declaration of interests)
2. Agenda review and approval - Austin Kreisler
3. Approve Minutes
   - 2012-04-30 TSC Call Agenda
   - 2012-05-07 TSC Call Agenda
   - 2012-05-12 TSC WGM Agenda, Saturday Meeting
   - 2012-05-13 TSC Activities with Other SDOs Sunday Q4
   - 2012-05-13_TSC_WGM_Agenda - Sunday Evening Meeting
   - 2012-05-14 TSC Activities with Other SDOs Part II Monday Q3
   - 2012-05-14_TSC_WGM_Agenda - Monday Co-Chairs Meeting
   - 2012-05-15_TSC_WGM_Agenda - Tuesday Luncheon Meeting
4. Approval items:
   - Project scope statement (http://gforge.hl7.org/gf/download/trackeritem/2281/9386 /HL7FHIRDSTUballotProjectScopeStatement-ajk.doc) approval **in-committee** for FHIR DSTU Ballot, for TSC sponsorship, intended to be cosponsored by MnM, at TSC Tracker 2281 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2281&start=0).
   - Project withdrawal request (http://gforge.hl7.org/gf/download/trackeritem/2267/9367 /ANSI_proposal_withdrawalRx240DOSInstr.doc) for HL7 Version 3 Standard: Pharmacy; Dosage Instruction, Release 1 for Pharmacy WG of DESD, at Project Insight # 240 (http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=240), and TSC Tracker # 2267 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2267&start=0).
   - Project scope statement (http://gforge.hl7.org/gf/download/trackeritem/2260/9365 /HL7TemplatesITSProjectScopeStatementv9a.doc) approval for HL7 Templates ITS Pilot for Templates WG of FTSD, cosponsored by ITS, MNM, Tooling, Structured Documents WGs at Project Insight # 885 (http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=885), and TSC Tracker # 2260 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2260&start=0).
   - Project scope statement (http://gforge.hl7.org/gf/download/trackeritem/2280/9385 /20120507NCPDP-HL7MTMPSS.doc) approval for Medication Therapy Management (MTM) Templated CDA, for Pharmacy WG of DESD, cosponsored by Structured Documents and Electronic Health Records WGs of SSD SD, at Project Insight 842 (http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=842) and TSC Tracker 2280 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2280&start=0).
5. Review action items (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemBrowse&tracker_id=494) –
• Pat and Helen will draft a definition of a FP for review on the 2012-05-29 teleconference
• Patrick, Austin and Lynn will get together to talk about the measurements for WGM Effectiveness for the TSC SI Dashboard
• Cross artifact consistency will be addressed by Pat and Lynn to draft changes to the publication request
• Calvin takes an action item to obtain a resource person to share information about NIEM to the group working on FHIR to provide education about other endeavors with which they could consider alignment
• ArB and MnM need to do a candidate search for a project lead for the SAIF IG project (PI#763)
• Lynn will create a three-year plan item placeholder for the FHIR Program, (added as PI#889) - complete
• Lynn will create a three-year plan item for TSC Governance rules (added as PI# 890) - complete
• Lynn will add an item to the TSC Issues list on the grades of vote Neg-Maj and Aff-Comment are needed if they’re not in the ANSI essential requirements for discussion on an upcoming call - see TSC Tracker # 2279 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2279&start=0)
• Freida will formulate a motion for consideration on the ballot vote grades.

6. Discussion topics:
• Renew appointment to ad-hoc membership for Helen Stevens
• Appointment of TSC representative to Board Nominations committee
• Strategic Initiatives 2013 specific text changes to be reviewed on an upcoming call and vote to make final recommendation. (from WGM Sat meeting)
• Status of DCM project scope statement (Ed and Mead)
• ArB composition review update

7. Reports: (attach written reports below from Steering Divisions et al.)
• Structure and Semantic Design Steering Division approved updates to Mission and Charter statements for the Electronic Health Records WG and the Structured Documents WG. They also report that the Patient Administration WG has reviewed their Mission and Charter, having made no changes.
• Domain Experts SD reports that the Patient Care WG has reviewed their Mission and Charter having made no changes.
• SAIF Architecture Program has decided to change its name to HL7 Architecture Program.

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:

1. Introduction of visitors (including declaration of interests) Lloyd is here for FHIR, Julie is an observer
2. Agenda review and approval - Austin Kreisler suggests we move discussion topics above action item review. Approved by general consent.
3. Approve Minutes - postpone for more time for review.

4. Approval items:
   - Project scope statement (http://gforge.hl7.org/gf/download/trackeritem/2281/9386/HL7FHIRDSTUBallotProjectScopeStatement-ajk.doc) approval **in-committee** for FHIR DSTU Ballot, for TSC sponsorship, intended to be cosponsored by MnM, at TSC Tracker 2281 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2281&start=0).
     - Austin notes that some discussion on TSC list yielded change to dependency on eventual FHIR governance framework. Lloyd describes the project. It will be balloted all together like version 2. Initial suite of resources intended for DSTU ballot in January 2013. Cosponsorship by MnM would require them to perform ballot reconciliation. Repository location can be wiki or gForge. John notes that since backwards compatibility is n/a as a new product its own definition of backwards compatibility with subsequent releases of FHIR will need to be clearly defined. Backwards compatibility with other artifacts and across product lines that exist is typically what is thought of this section but internal backwards compatibility is a consideration. FHIR will define backward compatibility within that product line but Lloyd notes that backwards compatibility is not necessary to maintain between DSTU and Normative versions but between normative versions.
     - Helen asks if we could have an update on the project as the team is going forward since FHIR is still such a new concept. Lloyd reports that since the project is sponsored by the TSC reports will be regular.
     - Austin notes that Lloyd mentioned we'll be doing a comment only ballot also, this summer.
     - Strategic Initiative Reference was discussed at length. Proposition of promotion to ISO also mentioned.
     - Vote: approved with changes discussed unanimously in-committee for distribution to cochairs for review and final approval by TSC. Action item: Lynn will put this on the June 11th agenda. Lloyd leaves the call.

   - Project withdrawal request (http://gforge.hl7.org/gf/download/trackeritem/2267/9367/ANSI_proposal_withdrawalRx240DOSInstr.doc) for HL7 Version 3 Standard: Pharmacy; Dosage Instruction, Release 1 for Pharmacy WG of DESD, at Project Insight # 240 (http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=240), and TSC Tracker # 2267 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2267&start=0).
     - Motion: Woody moves to approve. Seconded by Calvin. Vote: unanimously approved.

   - Project scope statement (http://gforge.hl7.org/gf/download/trackeritem/2260/9365/HL7TemplatesITSProjectScopeStatementv9a.doc) approval for HL7 Templates ITS Pilot for Templates WG of FTSD, cosponsored by ITS, MNM, Tooling, Structured Documents WGs at Project Insight # 885 (http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=885), and TSC Tracker # 2260 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2260&start=0).
     - They appear to be planning to pilot the ITS first, then write up the DSTU.
     - Vote: unanimously approved. Helen leaves the call.

   - Project scope statement (http://gforge.hl7.org/gf/download/trackeritem/2280/9385/20120507NCPDP-HL7MTMPSS.doc) approval for Medication Therapy Management(MTM)
Templated CDA, for Pharmacy WG of DESD, cosponsored by Structured Documents and Electronic Health Records WGs of SSD SD, at Project Insight 842 (http://www.hl7.org/special/Committees/projman/searchableProjectIndex.cfm?action=edit&ProjectNumber=842) and TSC Tracker 2280 (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemEdit&tracker_item_id=2280&start=0).

- Mead describes the project as Pharmacy alignment with Structured Documents. It is informative and joint with NCPDP. Austin wonders how the joint balloting with NCPDP will be coordinated? We have no current ballot alignment procedures with NCPDP. It is thought that they are not part of ISO or JIC? They are part of ANSI. John suggests we check with Lisa Spellman; Austin feels we should check with Scott Robertson. Perhaps it should be tabled while we check with Scott on balloting and plans for joint IP with NCPDP. ACTION ITEM: Mead will email Scott and copy Austin and John to find out more; table to next week.

5. Discussion topics:
   - Renew appointment to ad-hoc membership for Helen Stevens
     - Appointment was intended to last through election of replacement of Jay Zimmerman, which occurred after the January WGM. Ravi is unlikely to be permitted to travel to face-to-face WGMs so Helen also provides international perspective. An ad-hoc position is appointed at the TSC’s pleasure. Motion: Woody moves we extend Helen’s ad-hoc appointment to the end of this calendar year. Mead seconds. The term is renewable. Vote: unanimously approved.
   - Appointment of TSC representative to Board Nominations committee
     - Calvin was appointed to the committee but is unable to serve. Freida had volunteered to step in but Austin would like to confirm with her. Postpone to next week.
   - ArB composition review update
     - John has candidates to propose for ratification by the TSC: Lorraine Constable and Bo Dagnall. Charlie reports they have the full support of the ArB and have already been actively participating and adding value. Motion: Calvin moves approval of these appointments. Charlie seconds. Vote: unanimously approved.
   - Status of DCM project scope statement (Ed and Mead)
     - Approval of change to scope for DCM project 320 - Mead notes they discussed in Vancouver. Patient Care noted they were happy to just ballot the two models originally suggested and reduce the scope of the project to just those two models. Mead felt they had explained that the TSC would want an updated project scope statement - he felt this was communicated to William. William appears to believe that when discussed at the Tuesday lunch it was formally approved by the TSC; but the TSC intended to have them bring an updated document for approval. Mead will send an email to the chairs of Patient Care to inform them. Calvin suggests we refer to and amend the minutes of the Tuesday session to ensure the intent was clear. These were reviewed, and the next meeting/prelim agenda items clearly state the TSC expects to receive a project scope statement for approval.
     - Strategic Initiatives 2013 specific text changes to be reviewed on an upcoming call and vote to make final recommendation. (from WGM Sat meeting)
       - Austin asks for specific wording changes before this round gets locked down.

6. Review action items (http://gforge.hl7.org/gf/project/tsc/tracker/?action=TrackerItemBrowse&tracker_id=494) –
   - WGM Action items - TSC members please review and update

7. Reports:
Structure and Semantic Design Steering Division approved updates to Mission and Charter statements for the Electronic Health Records WG and the Structured Documents WG. They also report that the Patient Administration WG has reviewed their Mission and Charter, having made no changes.

Domain Experts SD reports that the Patient Care WG has reviewed their Mission and Charter having made no changes.

SAIF Architecture Program has decided to change its name to HL7 Architecture Program.

SAIF AP is meeting after this call to determine what changes need to be made to reflect the name.

Architecture is based on SAIF but it is now more about what HL7 is doing with it but not about SAIF itself. Program will likely bring back scope statement to TSC for changes.

Adjourned 11:58 AM EDT

Next Steps

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

- Lynn will send the updated scope statement to Lloyd and Woody and put the FHIR DSTU Ballot on the June 11th agenda.
- Mead will email Scott and copy Austin and John to find out more on the MTM Templated CDA; table to next week
- WGM Action items - TSC members please review and update
  - Pat and Helen will draft a definition of a FP for review on the 2012-05-29 teleconference
  - Patrick, Austin and Lynn will get together to talk about the measurements for WGM Effectiveness for the TSC SI Dashboard
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  - ArB and MnM need to do a candidate search for a project lead for the SAIF IG project (PI#763)
  - Freida will formulate a motion for consideration on the ballot vote grades.

**Next Meeting/Preliminary Agenda Items**

- MTM Templated CDA; table to next week.
- Approve Minutes
  - 2012-04-30 TSC Call Agenda
  - 2012-05-07 TSC Call Agenda
  - 2012-05-12 TSC WGM Agenda, Saturday Meeting
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