



February 25, 2016

TO: Structure and Semantic Design Steering Division Co-chairs
FR: Karen Van Hentenryck
RE: Announcement of TSC nomination/election to fill the Co-Chair position from which Pat Van Dyke has resigned

Dear Co-Chairs:

Given Pat Van Dyke's responsibilities as the chair of HL7, she has decided to resign her position as co-chair of the Structure and Semantic Design Steering Division. According to the GOM, an interim co-chair (Gora Datta) has been appointed. We now need to undertake a 30-day call for nominations followed by a 30-day election period to officially elect Pat's replacement. Please note that the individual elected will fulfill Pat's TSC term, which expires December 31, 2016.

Nominations can be submitted online at: <http://www.hl7.org/permalink/?TSCNomination>

The nomination/election schedule is provided below:

Nomination/Election Schedule	
February 25 - March 26	30-day nomination period
March 28 - 30	HQ confirms nominees and posts statements to election site
March 31 – April 29	30-day election period (one vote per Work Group) to elect SD Co-Chair and TSC member
	Results Announced at the Annual Business Meeting

Section 09.01.01.02 of the current GOM provides additional information about the nomination/election process and the qualifications for nominations.

Please feel free to contact Karen Van Hentenryck (karenavan@HL7.org) if you have any questions. Thank you in advance for your participation.

The process for nominations is highlighted below:

1. Written announcement is made to the co-chairs, conveying the schedule and process that will be used for nominations/elections. This communiqué serves as that announcement. Nominations will be open from February 25 – March 26, 2016 (11:59 pm EDT).
2. Nominees **MUST BE** a current HL7 member and are expected, **although not required**, to be current or past co-chair of one of the Work Groups in the Steering Division holding the election. Effective service on the TSC will require such experience. Nominees should be prepared to commit a minimum of two hours a week to the TSC, if elected.

Nominations for Steering Division co-chairs will be accepted from any individual who is a co-chair of one of the Work Groups in that Steering Division. Nominations should be submitted to: <http://www.hl7.org/permalink/?TSCNomination> **no later than Saturday, March 26**. Please confirm that all candidates that you nominate are willing to serve. Late nominations will not be considered, although voters can submit write-in ballots for those not formally nominated. If the write-in candidate is unwilling to run, those votes will not be counted.

3. HQ will verify the list of nominees, contacting each candidate to verify their willingness to stand for election. Nominees will be asked to supply a brief (one paragraph) statement of their credentials, reasons and vision for seeking election to co-chair their specific SD. This statement should identify the Work Group(s) he/she is currently chairing. If desired, the nominee may include a photo. Candidate statements/photos should be forwarded to Karenvan@HL7.org.

STEERING DIVISION DEFINITION AND COMPOSITION

Each Steering Division is a committee in its own right made up of the co-chairs of the Work Groups in the SD. It is expected that each SD will meet face-to-face during each Working Group Meeting and will conduct conference calls, as needed. A partial list of specific SD responsibilities includes:

- nominate and elect individuals from that SD to the TSC, who will also serve as a co-chair of the SD
- review proposed projects and make recommendations for action to the TSC; monitor project status within the SD
- review proposals to create, modify or dissolve Work Groups in their SD and make recommendations for action on same to the TSC
- identify coordination issues within and between the Work Groups of the SD and resolve these or recommend resolutions to the TSC
- identify coordination issues between SDs and their Work Groups and recommend resolutions to the TSC
- undertake harmonization tasks as delegated by the TSC

Structure & Semantic Design Steering Division

The Structure & Semantic Design Steering Division focuses on the creation of basic patterns and common messages that could exist on their own, but are mostly used by others. The following Work Groups make up the steering division:

- Arden Syntax
- Clinical Decision Support
- Clinical Statement
- Electronic Health Record (EHR)
- Financial Management
- Imaging Integration
- Mobile Health

- Orders & Observations
- Patient Administration
- Structured Documents