

2019-01-15 WGM Meeting



Attendees

Present	Name	Affiliation
x	Calvin Beebe	Chair
x	Walter Suarez	Vice Chair
x	Russ Leftwich	Treasurer
x	Melva Peters	Secretary
x	Ed Hammond	Chair emeritus
	Jennifer Covich Bordenick	HL7 Director
x	Diego Kaminker	Affiliate Director
x	Ken Kawamoto	HL7 Director
x	Austin Kreisler	TSC Chair
x	Janet Marchibroda	HL7 Director
x	Line Saele	Affiliate Director
x	Dave Shaver	HL7 Director
	Mary Ann Slack	Appointed Director
x	Andrew Truscott	Appointed Director
x	Chuck Jaffe	CEO
x	Wayne Kubick	CTO
x	Mark McDougall	Executive Director
x (joined after lunch)	Karen Van Hentenryck	Associate Executive Director
x	Alexander Mense	HL7 Austria
x	Ron Parker	HL7 Canada

Present	Name	Affiliation
x (Q2-Q4)	Francois Macary	HL7 France
x	Christof Gessner	HL7 Germany
x	Giorgio Cangioli	HL7 Italy
x (Q4)	Michio Kimura	HL7 Japan
x	Il Kon Kim	HL7 Korea
x	Robert Stegwee	HL7 The Netherlands
x	Peter Jordan	HL7 New Zealand
	Mikael Wintell	HL7 Sweden
x	Roeland Luykx	HL7 Switzerland
x	Rik Smithies	HL7 UK
	Grahame Grieve Grahame Grieve	HL7 FHIR Product Manager
x	Mark Braunstein	Guest

Agenda Topics

Time	Agenda Item	Meeting Minutes from Discussion
9:00 - 9:10 am	Roll call/agenda review - Beebe	<p>Beebe called the meeting to order at 9:04 CST and welcomed members to the January 2019 Board meeting.</p> <p>Introductions were made.</p> <p>The agenda was reviewed. No additional agenda items were suggested.</p>
9:19 - 9:15 am	<p>Approval of Consent agenda</p> <ul style="list-style-type: none"> Minutes from the December Board call CEO report CTO report 	<p><u>MOTION</u> by the EC: To approve the consent agenda.</p> <p>The motion carried unanimously.</p>

Time	Agenda Item	Meeting Minutes from Discussion
9:15 - 9:30 am	<p>Update from the CEO - Jaffe</p> <p>Motion: For the Board to accept the CEO Report</p>	<p>Introduction of Mark Braunstein - will be contributing to the development work at HL7.</p> <p>Mark Braunstein provided background on the proposed work on increasing the visibility of HL7 externally. Immediate task - what added value can be offered to organizations and how do we balance that against other goals.</p>
9:30 - 9:50 am	Treasurer's report - Leftwich	<p>Treasurer's Report is based on year end projections at the end of August.</p> <p>MOTION by Suarez: To accept the Treasurer's report; seconded by Kawamoto. The motion carried unanimously.</p>

Time	Agenda Item	Meeting Minutes from Discussion
9:50 - 10:00 am	Progress report on health streamlined portfolio of standards - Kreisler/Kubick	<p>The TSC has made progress on the task.</p> <ul style="list-style-type: none"> • TSC Plan - develop a set of categories or statuses of standards <ul style="list-style-type: none"> ○ will develop characteristics ○ conduct a pilot to apply the statuses to a subset of HL7 standards - will be recruiting a few work groups and management groups to conduct the review ○ Update the categories and characteristics based on feedback from the pilot ○ Expand the review process to all existing standards, involving all work groups and management groups that are responsible for standards ○ categorized standards become requirements that can be used to redesign the standards grid on the HL7 website ○ establish a process to regularly review standards to make sure they remain correctly categorized ○ Categories: Active, Stable, Archive • Product Roadmap <ul style="list-style-type: none"> • Kubick reviewed the roadmap • Discussion of making CDA available to members - a future discussion item

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10:00 - 10:30 am	<p>JIC/ISO discussion - Kubick</p> <p>Motion #1 from the International Council: IC recommends to the HL7 International Board that HL7 International conditionally continues the participation in the JIC while continuing to raise its' concerns about the focus, mission and governance of the JIC.</p> <p>Motion #2 from the International Council: IC recommends to the HL7 International Board that HL7 strengthens it's relationship with ISO TC 215 and CEN TC 251.</p>	<p>Kubick provided an overview of HL7's JIC/ISO involvement.</p> <p>MOTION by Saele - seconded by Truscott: to support the motions from the International Council to continue working with JIC while working to change the focus, mission and governance of the JIC organization and to strengthen the relationship of HL7 with ISO TC 215 and CEN TC 251. Carried unanimously.</p>
10:30 - 11:00 pm	BREAK	
11:00 - 11:15 am	Report from business model task force - Truscott	<p>Truscott provided an update from the proposed business model task force - for information purposes</p> <p>Next steps:</p> <ul style="list-style-type: none"> Engage International Council to discuss appropriate Affiliate implementation model(s) May Board meeting - Board to discuss plan July Board Retreat - Board to discuss and vote to approve plan
11:15 - 11:45 am	Discussion of the business model	Continued discussion of business model
12:30 - 1:45 pm	LUNCH	

Time	Agenda Item	Meeting Minutes from Discussion
2:15-2:30	Report on health metrics for affiliates - Peters/Saele	<p>Line presented a slide deck that that she put together on how to make it easier for affiliates to participate. This has not been approved by the international affiliates. The slide deck is comprised of the following sections, which were briefly discussed:</p> <ul style="list-style-type: none"> • Facts • Issues/risks • Strategy • Tactics • Obligations • Rights <p>Next step is to seek input/approval from the affiliates.</p>
	Review of FHIR Product Family - Grieve/Kubick	<p>Grahame reported there are three phases in FHIR life cycle: (1) building spec and building community (2) maturity phase - complete build of spec and focus on growing community and broadening install base (3) standard moved into maintenance mode and main focus is implementation.</p> <p>We are now at the beginning of the second phase.</p>

Time	Agenda Item	Meeting Minutes from Discussion
	<p>Report from the joint HL7 International/HL7 FHIR Foundation task force - Suarez</p>	<p>Walter</p> <p>Elements of the Transition Roadmap</p> <ul style="list-style-type: none"> • Consensus Approach <ul style="list-style-type: none"> ○ HL7 to develop a plan to build up its internal capabilities, resources, products and services to support the implementers community, including FHIR implementers • Defining stages <ul style="list-style-type: none"> ○ Stage 1: Develop and present a plan to establish the internal structure needed within HL7 to support the implementer community (within 90 days - May 2019) to present to HL7 Board ○ Stage 2: Socialize plan, obtain feedback, pursue from FHIR Foundation Board ○ Stage 3: Align the proposed implementers structure changes(Board, organizational structure, TIC, etc) with the new business model strategy ○ Stage 4: Begin to roll out transition changes by January 2020 ○ Stage 5: Complete transition changes by January 2021 <p><u>MOTION</u> by Suarez-seconded by Saele. That we move forward with stage 1 and charge the leadership staff along with volunteers from the Board to develop the plan and present it at the May Board meeting.</p> <p>The motion carried unanimously.</p>

Time	Agenda Item	Meeting Minutes from Discussion
	Report from the committee tasked with bringing implementation activities into HL7 International	<p>Calvin reported that the Board made the decision at the retreat to do this and we've not done that yet. Much of this has been subsumed by the business plan task force. Since Calvin was present, the chairmanship was passed to Walter.</p> <p>MOTION by Beebe - seconded by Saele: To recommend an update to the mission to encompass implementation.</p> <p>Ken, Melva and others feel the motion is premature. Austin amended the motion that this be one of the deliverables of the plan to be developed in the next 90 days. Both Calvin and Line agree with the amended motion. Chuck clarified that we have agreed to develop the plan, not implement it.</p> <p>The motion carried unanimously</p>