

2018-01-30 Meeting notes - WGM Tues. Q2



EST Work Group Agenda / Minutes

Date: Jan. 30, 2018

Facilitator: David Burgess

Note Taker: Brian Pech

Attendees

Present	Name	Affiliation
x	David Burgess	LabCorp
x	Michael van der Zel	HL7 Netherlands
	Nat Wong	HL7 Australia
x	Brian Pech	Kaiser Permanente
x	Wayne Kubick	HL7 International
	Laura Mitter	HL7 International
	David Johnson (DJ)	HL7 International
x	Dave Hamill	HL7 International
x	Andrew Statler	Cerner

Agenda Topics

Agenda Outline	Meeting Minutes from Discussion

<p>Update to DMP addendum</p> <p>agenda</p> <p>1) No one running for outstanding co-chair</p> <p>2) MAX tooling is an internal tool not an external tool and needs to be moved to internal tooling page</p> <p>3)Time of calls to accommodate MVDZ</p> <p>4) Update EST leadership page remove former co-chairs</p> <p>5)Tooling Inventory - Create web based tooling inventory survey for work groups</p> <p>6) Wayne has a tooling presentation for review</p> <p>7) project updates</p>	<p>Per the request from HQ to all work groups EST reviewed it's Decision Making Practices document in light of the new version provided by HL7, upon review the only section requiring change was 5.1 "defining quorum". Motion: Change quorum for EST to Chair plus 2 including HL7 staff.</p> <p>Motion to accept. Wayne/Andrew. Carries 5-0-0.</p> <p>1) EST has no one officially running for the open co-chair position.</p> <p>2) Ask David Johnson to move the MAX tool link to the data models development category on tools and resources page from the external tool category.</p> <p>3) Upcoming EST conference calls on Tuesdays, 10 AM EST to begin on Feb 13, every other week.</p> <p>4) We need to update the group's Leadership page to reflect current co-chairs. The leadership page information is tied to the membership database so Andy Stechishin will be rolling off next month. We may need to request Nat Wong to formally submit a resignation.</p> <p>5) EST will design a survey for annual use, sent to WGs, asking what tools are used, have the tools changed, are there problems? How do we want to do this? Set up page in Confluence, put this in work group health measures, require of co-chairs.</p> <p>EST needs to design the page, content, co-chairs can designate liaisons if they so choose.</p> <p>Next steps - revalidate existing liaison relationships, then work on tooling survey page in Confluence.</p> <p>New tools - EST needs to update inventory with Confluence, Jira, Zulip,Magic Draw, V2 tooling project.</p> <p>6) Feedback to Wayne on his tooling deck. - Monthly webinars around how to use tools, need to be able to be sliced to 2 to 5 minute videos. and then create a playlist.</p> <p>7) Project Updates – We need to let DJ know that Confluence still has to have a port number in the URL to reach the login page. Federal HL7 users are not able to use port numbers in URLs per government policy so we need to fix this.</p>

Supporting Documents

Outline Reference	Supporting Document

Action items

