

# Vocab January WGM - Monday Q1 Minutes

Attendance can be found [here](#)

Co-Chair and Key Participant information can be found on the Agenda found [here](#)

## Discussion items

| Time | Item  | Who   | Notes  |
|------|---|-------|--|
| 5min | Overview of confluence minute taking procedure.               | Carol | <ul style="list-style-type: none"> <li>Minutes will be taken on Confluence with a separate page for each quarter. This will make searching and identifying specific items more efficient.</li> <li>Jim to email Karen requesting confirmation that our plan for this is sufficient for minutes publication.</li> </ul>   |
|      | Project 1047 Characteristics of a formal value set definition | Rob   | <ul style="list-style-type: none"> <li>Overview of <a href="#">Characteristics of a Value Set Definition (VSD) Project</a> page</li> <li>Review of DSTU comments for Characteristics of a formal value set definition. These items were only reviewed as there was no need to vote on them</li> <li>Plan is to submit for Ballot May 2018               <ul style="list-style-type: none"> <li>Section on Value Set expansion will be removed and replaced with a reference to the document on Value Set Expansions.</li> <li>Need to update workflow diagram for value set metadata created by Woody Beeler in Enterprise Architect to:                   <ul style="list-style-type: none"> <li>Remove: Example content</li> <li>Update: License and IP (new name) with an appropriate type</li> <li>Document may be found here: <a href="#">Value Set Definition (VSD) Project documents</a></li> </ul> </li> <li>Discussion on Copyright and Intellectual Property field                   <ul style="list-style-type: none"> <li>Including something in an copyright or IP attribute indicates an organizations understanding that they hold rights to a particular artifact.</li> <li>Ted Klein - Unstructured field was chosen since this is often managed in many different ways across organizations</li> </ul> </li> <li><b>Motion</b> (Rob McClure): To reconsider the vote on Ballot comment 1080 on Licensing and IP Information.                   <ul style="list-style-type: none"> <li><b>Second:</b> <a href="#">Carmela A. Couderc</a></li> <li><b>Vote:</b> 12-0-0</li> </ul> </li> <li><b>Motion</b> (Rob McClure): Accept the revisions made to section 5.2.2.3.3 for ballot comment 1080.                   <ul style="list-style-type: none"> <li><b>Second:</b> <a href="#">Carmela A. Couderc</a></li> <li><b>Vote:</b> 12-0-0</li> </ul> </li> <li><b>Timelines:</b> <ul style="list-style-type: none"> <li>Notification of Intent to Ballot is Feb 25</li> <li>Final Documents to Lynn by April 1.</li> <li>Ballot opens Friday April 6.</li> </ul> </li> <li><b>Calls scheduled for 1:00 Wednesdays starting on February 7th, 2017</b> <ul style="list-style-type: none"> <li>Changed during planning session to Tuesday 12n ET starting Feb 6 alternating with UTG.</li> </ul> </li> </ul> </li> </ul> |

## Action items

- [Russell Hamm / Robert Hausam](#) to update the document once it is located. Russ/Rob to coordinate task
- Remove example content attribute in EA diagram on [Value Set Definition \(VSD\) Project documents](#). [Russell Hamm Robert Hausam](#)
- Change "IP Information" to "Intellectual Property Information" Rob McClure
- Schedule meetings to complete work prior to deadline outlined above every other week at 1:00 Eastern beginning on February 7th, 2017). Rob McClure
- Comparison of the approach to FHIR spec [Robert Hausam](#)
- Send in NIB Rob McClure