

# Jan 2019 - HL7 WGM - Thursday Q4 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
	Montreal Planning	Carol	Agenda has been created and is located <a href="#">here</a> <ul style="list-style-type: none"><li>All co-chairs should review the agenda and adjust topics as necessary. As we get closer, we will also adjust key participants and/or co-chairs not available</li></ul> Room requests have been sent, along with requests for joint meetings. All joint meetings with other work groups remain at the same time
	Vocabulary Co-chair Responsibilities	Ted	Responsibilities were reviewed and project calls were scheduled. For detailed schedule see the Vocabulary Co-Chair Responsibilities page (link <a href="#">here</a> )

## Action items

- [Robert Hausam](#) to send out doodle poll for three (3) ConceptMap calls
- [Rob McClure](#) to communicate with interested parties for "sexy project"
- [Heather Grain](#) to determine if Glossary calls will continue