

2020-01-20 TSC Agenda/Minutes

TSC will hold a Conference Call at 11AM Eastern time, each Monday except during scheduled face-to-face Working Group Meetings unless otherwise noted.

GoToMeeting at <https://global.gotomeeting.com/join/426505829> using VOIP

For those without access to microphone/speakers:

US: +1 (224)501-3318

Canada: +1 (647)497-9379

Italy: +39 0 230 57 81 80

Access Code: 426-505-829

GoToMeeting ID: 426-505-829

Alternate FCC Meeting Coordinates (in the event of GoToMeeting failure):

Join the online meeting: <https://join.freeconferencecall.com/tscadmins>

Dial-in number (US): (605) 313-4118

Access code: 178928#

International dial-in numbers: <https://fcdl.in/i/tscadmins>

Online meeting ID: tscadmins

HL7 TSC Meeting Minutes	Date: 2020-01-20
Location: GoToMeeting ID: 426-505-829	Time: 11:00 AM U.S. Eastern
Facilitator: Austin Kreisler	Note taker(s): Anne Wizauer

Quorum = chair + 5 including 2 SD represented		yes/no				
Chair/CTO	ArB	International Affiliate Rep	Ad-Hoc			
x Austin Kreisler		Tony Julian	Jean Duteau			
x Wayne Kubick	x	Lorraine Constable	x	Giorgio Cangioli		
Clinical	Infrastructure	Administrative	Organizational Support			
x Melva Peters	x	Paul Knapp	x	Mary Kay McDaniel	x	Sandra Suart
x David Pyke	x	Rob McClure	x	Riki Merrick		Virginia Lorenzi
ex officio	Invited Guests	Observers	HL7 Staff			
x Walter Suarez (HL7 Chair) w/vote	x	Ted Klein	x	Calvin Beebe	x	Anne Wizauer
	x	Jessica Bota			x	Josh Prociuous
	x	Carol Macumber			x	Dave Hamill
					x	Lynn Laakso

Agenda

1. Housekeeping
 - a. Introduction of visitors (including declaration of interests)
 - b. Agenda review and approval -
 - c. Approve Minutes of [2020-01-13 TSC Agenda/Minutes](#)
2. Review [action items](#)
3. Approval items from **last week's e-vote referred for discussion:**
 - a. Missed TSC Approval Deadline Appeal by the CQI WG of the Clinical SD for [FHIR-Based Quality Reporting White Paper](#) at Project Insight 1598
4. Approval items from **last week's e-vote approved:**
 - a. Missed TSC Approval Deadline Appeal by the Mobile Health WG of the Infrastructure SD for [Application Data Exchange Assessment Framework and Functional Requirements for Mobile Health](#) at Project Insight 1599
 - i. Missed the TSC PSS approval deadline for May ballot (1/5/20)
 - b. [Recirculation Ballot Request](#) by the OO WG of the Administrative SD for [UDI Pattern R2](#)
 - c. [STU Publication Request](#) by the Structured Docs WG of the Infrastructure SD for [HL7 CDA@ R2 Implementation Guide: Consolidated CDA Templates for Clinical Notes; Occupational Data for Health Release 1 - US Realm](#) at Project Insight 1225 for two years
 - d. [Project Approval Request](#) by the EHR WG of the Administrative SD for [Dental Functional Profile](#) at Project Insight 1406
5. Approval items for this week:
 - a. [STU Publication Request](#) by the CQI WG of the Clinical SD for [HL7 CDA@ R2 Implementation Guide: Quality Reporting Document Architecture Category I \(QRDA I\) Release 1, STU Release 5 - US Realm](#) at Project Insight 210
 - b. [Informative Publication Request](#) by the Arden Syntax WG of the Infrastructure SD for [HL7 Arden Syntax: Implementation Guide, Release 3](#) at Project Insight 1479
 - c. [STU Extension Request](#) by the Structured Documents WG of the Administrative SD for [HL7 CDA@ R2 Implementation Guide: C-CDA R2.1 Supplemental Templates for Nutrition, Release 1 - US Realm](#) at Project Insight 1371 for 2 years.
 - d. Review/Comment on [GOC's revised naming convention](#)
6. Discussion topics:
 - a. UTG Demo - Ted Klein
 - i. Do we need to continue discussion in Sydney?
 - ii. Co-chair dinner messaging for UTG
 - b. [Sydney Agenda](#)
7. Parking Lot
 - a. Do we need guidelines for TSC review of publication requests?
 - b. How much variability does the TSC want to allow in standing up Jira trackers for various product families and products not covered by product families?
 - c. Naming convention/communication to management groups
 - d. How to implement US Realm policies on use of US Core profiles and FHIR/C-CDA
 - e. [FAQ_Release Clarifications](#) - questions from Mary Kay

- f. [Definition of Errata and Technical Correction](#)
 - i. ARB is preparing updates to send to SGB for review
- g. Look into ways to integrate new projects into HL7 including resource requirements - MK
- h. Archetype publication for CIMI
 - i. Task force for review of board committees
- j. Common location for WG administrative documents - question from EST
- k. How groups are to interact with publishing, EST, Vocabulary, HTA
- l. Review HL7 calendars after each WGM

Minutes

1. Housekeeping
 - a. Introduction of visitors (including declaration of interests)
 - i. Guests here for UTG demo
 - b. Agenda review and approval -
 - c. Approve Minutes of [2020-01-13 TSC Agenda/Minutes](#)
2. Review [action items](#)
3. Approval items from [last week's e-vote referred for discussion](#):
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 - i. Currently has 1 abstain, 1 affirmative, and 2 negative. Sandy: We have to draw a line at some point. Wayne wonders what the harm is in allowing them to go forward? Lorraine: The harm is that when we do allow these things, we end up with rushed, poor quality things. If we don't ask for good reasons to extend, people will start ignoring them. Wayne notes that it sounds like holding this up will hold up other things. If there is a negative quality impact we should reject it but we need more information. Should educate co-chairs on what information to include in an appeal to make things clear to the TSC.
 - Anne Wizauerto invite FHIR-Based Quality Reporting White Paper project team to next week's call
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 - b. Informative Publication Request by the Arden Syntax WG of the Infrastructure SD for [HL7 Arden Syntax: Implementation Guide, Release 3](#) at Project Insight 1479
6. Discussion topics:
 - a. UTG Demo - Ted Klein
 - i. Ted introduces topic. Would replace harmonization.
 - ii. Jess Bota gives an overview of the project. Updates can be found on the UTG Confluence page within the . Describes updates since September WGM.
 - iii. Project is in development cycle 3. After Sydney, they will complete publication, do final cleanup and testing, and begin education period.
 - iv. Begins demo of the process to propose a change. People will have to be JIRA users as it utilizes JIRA workflow.
 - v. Lorraine: What are the requirements to install the UTG tooling locally? Ted: One tool is the resource editor - there is a windows version and a mac version downloadable from the Australian site. They are not heavy weight.
 - vi. Rob asks about avoiding duplicate submissions. Ted reports there is no search currently within the tooling, but will be added in the future.
 - vii. Ted presents steps after a change request is submitted. Voting is per proposal. Curator gets a notification that a proposal has been submitted and they determine if it is ready to go out for consensus review. A branch renders the content in a browsable fashion. A director of releases is housed on terminology as well as all code systems for each family.
 - viii. Austin: Can the person submitting the proposal try to render it before submitting it? Ted reports that capability is coming later once the basic stuff is stable.
 - ix. Josh displays next steps in the process. In the voting tab, a submitter can monitor progress and see who voted and how they voted.
 - x. Austin notes that in the JIRA tracker, you can't tell what changed. May cause people to vote negative. Should be noted in the proposal description. Lorraine would like to see the description field made bigger.
 - xi. Lorraine: Perhaps we should have an in-between pilot before going 100% live. Jess reports there will be lots of testing before go live.
 - xii. MK: Is there going to be a page that has a list of the things being worked on? Ted says yes. Part of the training /education materials will be how people can go look at open proposals.
 - xiii. Ted reviews steps once proposal has been received and queued for implementation. Finally, the proposal is completed and implemented before publishing the new release.
 - xiv. Austin: Does a publication request come to TSC to publish a new release? Ted: Yes, it would come to TSC. That's a change to the current process.
 - Anne Wizauer Add rollout of UTG and publication process of UTG releases to Sydney agenda
 - xv. Austin: Does the team believe this will be ready to replace harmonization in the next cycle? Rob: We also need to hear the plan of educating the community. Ted: We're about 8 weeks behind in development than we wanted to be. However, we may be technically incapable of using the old tools due to problems that have arisen. Lorraine: If this

- isn't ready, we should postpone harmonization until it's ready. Ted agrees. Anything changes that are important to be done sooner can be done as part of the testing. Austin: So the recommendation is that we'll have to use this for the next harmonization cycle; only those things that are critical for this cycle will be pushed through the tooling.
- xvi. Lorraine: The pieces that are the most important to be smooth before we release it is the submitters and viewers pieces. Riki: Why not have people fill out the word document as well as the new form? If we can't get the rendering done, people could look at the word document. Ted reports that's the plan.
 - xvii. Walter asks if this needs to be reported to the board in Sydney? Austin states that it would be covered in the CTO report.
 - xviii. Co-chair dinner messaging for UTG: Will be piloting new tooling for May cycle, but only for critical updates.
- b. [Sydney Agenda](#)
- i. Will review next week.
 - ii. Melva asks if we can move the Sunday meeting to Monday. Mary Ann is already looking into it.