2021-06-14 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.

**Zoom meeting:** https://zoom.us/j/946185906
For those without access to microphone/speakers:
+1 646 558 8656 US (New York)
+1 669 900 9128 US (San Jose)
+1 647 558 0588 Canada
+39 020 066 7245 Italy

**Meeting ID:** 946 185 906

**Alternate FCC Meeting Coordinates (in the event of Zoom failure):**
Join the online meeting: https://join.freeconferencecall.com/anne498
Dial-in number (US): (712) 451-0423
Access code: 935633#
International dial-in numbers: https://fccdl.in/i/anne498
Online meeting ID: anne498

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<thead>
<tr>
<th>Leadership</th>
<th>Working Group Representatives</th>
<th>National/Regional Representatives</th>
<th>Product Management Group Representatives</th>
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<tr>
<td>x Austin Kreisler, TSC Chair</td>
<td>x Paul Knapp</td>
<td>Regrets Giorgio Cangioli, International Affiliate</td>
<td>x Jean Duteau, CDA-MG</td>
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<td>x Wayne Kubick, CTO</td>
<td>x Riki Merrick</td>
<td>x Christol Gessner, International Affiliate</td>
<td>x Josh Mandel, FMG</td>
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<td>x Melva Peters</td>
<td>x Chris Shawn, US Realm Representative</td>
<td>x Amit Popat, V2MG</td>
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<td>x Sandra Stuart</td>
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<tr>
<th>Ex Officio</th>
<th>Implementer Representatives</th>
<th>Ad Hoc members</th>
<th>Staff/Guests</th>
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<tr>
<td>x Walter Suarez (HL7 Chair), w/o vote</td>
<td>x Bryn Rhodes</td>
<td>x Tony Julian</td>
<td>x Anne Wizauer, staff</td>
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<td>Chuck Jaffe (CEO) w/o vote</td>
<td>x Rob McClure</td>
<td>x Lynn Laakso</td>
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<td>x David Pyke</td>
<td>x Lisa Nelson</td>
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**Quorum Requirement:** Chair + 8 individuals comprised of at least 3 Working Group representatives and 1 National/Regional representative

**Agenda**

1. **Housekeeping**
   a. Introduction of visitors (including declaration of interests)
   b. Agenda review and approval
   c. Approve Minutes of 2021-06-07 TSC Agenda/Minutes
   d. Outlook calendar reminder update
   e. Task force/subcommittee updates

2. **Review action items**

3. **Approval items from TSC e-Vote 2021-05-26 referred for discussion**
   a. Approval Request by the Structured Documents WG for their updated Mission and Charter

4. **Approval items from last week's e-vote referred for discussion**
   a. **STU Publication Request by the Public Health WG for HL7 FHIR Profile: Occupational Data for Health (ODH), Release 1.1 at Project Insight 1290**
   c. **May 2022 Meeting Schedule**

5. **Approval items from last week's e-vote approved**
   a. **STU Publication Request by the Pharmacy WG for Specialty Medication Enrollment at Project Insight 1573**

6. **Approval items for this week:**
   a. Project Approval Request for Reaffirmation of Privacy, Access, and Security Services Access Control Conceptual Model at Project Insight 1710
   b. Project Approval Request for Pharmaceutical Quality at Project Insight 1537
   c. UTG Task Force Recommendations to TSC

7. **Discussion topics:**
   a. CDA Management Group Naming Convention
   b. THO Publication Request - 5 min
   i. Minutes from February request: 2021-02-22 TSC Agenda/Minutes
   c. Retention policy for WGM cloud recordings
   d. Guidance to WGs on future of V3
   i. Feedback from Karen on implications of reaffirmation
   ii. Previously tabled V3 requests
     1. Project Approval Request for Reaffirmation of HL7 Version 3 Standard: Reference Information Model, Release 7
   e. Naming conventions in the GOM

8. **Parking Lot**
   a. Clarifying the classification of STUs specs that are no longer in a trial use period but actually in production use (FHIR R3, C-CDA)
b. Tooling discussion with V2 Management Group re: active standards

c. Governance
   i. TSC governance vis-a-vis product family governance
   ii. Precept on canonical URLs
   iii. Requirement for FHIR specifications to use JIRA for reconciliation
   iv. Areas of FHIR Governance that require input from the TSC (2020-12-21 TSC Agenda/Minutes)
   v. Determine how we’re going to implement steps to handle errata/technical corrections (2020-02-24 TSC Agenda/Minutes)

d. Coordinate artifact naming guidance update

e. Review specification lifecycle project and approval requirements

f. How to manage all specifications that are dependent upon C-CDA moving forward (from 2020-06-15 TSC Agenda/Minutes) - refer to CDAMG

g. Coordination efforts with external terminology organizations - should this be referred to HTA?

h. UTG issues - training and usability

i. Do review copies need to be versioned for STU updates?

j. Develop/issue clarification around technical corrections

k. Re-envisioning
   i. Process improvement roadmap
   ii. Feedback on the other re-envisioning initiatives

l. Cross-Group Projects Scope Increase: Revisit after experience with project concept process (2020-02-24 TSC Agenda/Minutes)

m. Future of CIC, CIMI, LHS, EHR WGs

n. Process for handling outreach from media/government to cochairs on standards capability issues - invite Craig Newman from Public Health

o. WG liaison responsibilities

Minutes

1. Housekeeping

   a. Introduction of visitors (including declaration of interests)
      i. Lynn here to observe; Lisa Nelson here for CDAMG agenda item

   b. Agenda review and approval
      i. No additions

   c. Approve Minutes of 2021-06-07 TSC Agenda/Minutes
      i. Approved via general consent

   d. Outlook calendar reminder update
      i. Anne will be deleting the current outlook reminder and reissuing it due to updates in membership.

   e. Task force/subcommittee updates
      i. Will be scheduling updates on a regular basis - Austin will coordinate with task force leads.

2. CDA Management Group Naming Convention

   a. We received a publication request for an STU update to ODH and some issues came up with the release numbering specified in that guide. TSC provisionally approved the publication pending ironing out the release update naming convention being used by CDA Management Group that is being used by FHIR. (FHIR version of the guide is up for approval this week.) Lisa is here to speak to the issue.

   b. Lisa describes the basis of the decision to use 1.1.1. Release number, then number of STUs, then unballoted updates, then errata release. Austin: So you’ve created a scheme for JIRA codes, but it’s forcing that into the published name of the specification. Lisa thinks it’s a misunderstanding in the publication request - 1.1.1 should only be for JIRA. Request was for "HL7 CDA® R2 Implementation Guide: Consolidated CDA Templates for Clinical Notes; Occupational Data for Health Release 1, STU 1.1.1 - US Realm" Lisa states it should be Release 1, STU 1.1.

   c. Decision to name it "HL7 CDA® R2 Implementation Guide: Consolidated CDA Templates for Clinical Notes; Occupational Data for Health Release 1, STU 1.1 - US Realm"

   d. Will discuss further later in the agenda in the GOM topic

3. Approval items from TSC e-Vote 2021-05-26 referred for discussion

   a. Approval Request by the Structured Documents WG for their updated Mission and Charter
      i. Amit was confused re: the Cross-Group Projects WG statement. Austin states they could elaborate further on the relationship if necessary. Could delete "cross-cutting."
      ii. The item received enough votes to pass - shall we approve it or send it back?
         1. MOTION to send back to the WG for minor clarifying updates re: methodology group and CGP relationship: Amit /Jean
         2. VOTE: All in favor

   b. Unballoted STU Update Publication Request by the Public Health WG for HL7 FHIR Profile: Occupational Data for Health (ODH), Release 1.1 at Project Insight 1290
      i. This seems to be an STU update, but it isn’t obvious in the request. Section 9, Review Process, is not filled out. The only way you can tell is that there is a dot release in the title. Should be Release 1, STU 1.1, most likely. Should work with Lynn on the proper naming.
      ii. Need to update product brief with what changed.
         1. MOTION to ask the WG to fix the publication request type, update the publication request with appropriate name as identified by Lynn, fill out section 9, and update the product brief with what changed: Rob/Riki
         2. VOTE: All in favor

4. Approval items from last week’s e-vote referred for discussion:

   a. STU Publication Request by the Public Health WG for HL7 FHIR Profile: Occupational Data for Health (ODH), Release 1.1 at Project Insight 1290
      i. This seems to be an STU update, but it isn’t obvious in the request. Section 9, Review Process, is not filled out. The only way you can tell is that there is a dot release in the title. Should be Release 1, STU 1.1, most likely. Should work with Lynn on the proper naming.
      ii. Need to update product brief with what changed.
         1. MOTION to ask the WG to fix the publication request type, update the publication request with appropriate name as identified by Lynn, fill out section 9, and update the product brief with what changed: Rob/Riki
         2. VOTE: All in favor

      i. One issue is they didn’t say what changed. Amit notes that when it came to the V2MG they had a link to changes.
         1. MOTION to approve pending the WG to update the product brief to reflect what changed: Melva/Amit
         2. VOTE: All in favor

   c. May 2022 Meeting Schedule
      i. Discussion over why it’s virtual and if May WGMs will be virtual going forward. Wayne responds that discussion on that is ongoing.
      ii. Discussion over separating Connectathon and WGM. Doesn’t make sense to separate when we’re face to face.
      iii. Discussion over holidays that are affected by the various dates in different countries. Option B steps on a Canadian holiday, for example. Option A hits May day.
iv. Amit asks what time zone it would be? Should consider the holidays in that time zone.
   1. MOTION that the TSC recommends operating under the principle that any virtual meeting should be held with reference to a location/time zone and avoid holidays or time off in that location/time zone; for any in person meeting, we should avoid having more than a weekend of non-meeting time between events: Josh/Riki
   2. Amended to add the word location
   3. VOTE: All in favor
   4. MOTION that we decline to provide an opinion on the dates for May 2022 and refer to the principles in the previous motion: Josh/Riki

5. Discussion topics:
   a. THO Publication Request - 5 min
      i. Minutes from February request: 2021-02-22 TSC Agenda/Minutes
         1. Current publication process doesn't fit THO. Should publish on a regular schedule and hopefully be managed by the terminology services group.
            a. MOTION to accept publication request: Rob/Riki
         ii. Rob notes it must be published this week and Grahame is going on vacation. Wayne notes that Grahame is aware and Wayne will follow up with him on the approval.
   b. Tony arrives
      a. Retention policy for WGM cloud recordings
         i. Wayne is proposing that we don't retain the WG sessions. The minutes are the official thing and the recordings are not. Riki notes they're helpful for minute takers and for people who couldn't be present. Josh highlights a longer term case presented by other organizations who post their recordings publicly and indefinitely. Wayne is concerned with potential conflict with the minutes. Amit asks about cost. Wayne notes we'd have to pull them out of Whova eventually and post them somewhere else because they'll disappear after 3 months from the meeting. Rob suggests we keep them but publicly post that minutes are the official record.
            1. MOTION that HQ should explore costs for taking WGM recordings off Whova and posting them somewhere indefinitely, noting they are not official records of the meeting: Josh/Rob
            2. Amendment that we support any request by an attendee to have a meeting removed from the recordings
            3. Melva was concerned that cochairs did not have the ability to not have something recorded - that must be an option
            4. VOTE: Amit is opposed, specifically to keeping them indefinitely. Remaining in favor.
            5. MOTION that going forward, there is an option for cochairs to disable recordings: Melva/Rob
            6. VOTE: All in favor

   b. Carry forward
      i. Guidance to WGs on future of V3
         1. Feedback from Karen on implications of reaffirmation
         2. Previously tabled V3 requests
   ii. Naming conventions in the GOM
   iii. TSC Retreat
   7. Adjourned at 12:30 pm Eastern