MINUTES - JIC Executive Session
Wednesday 29 January 2014 | 3:00pmUS_CT | UCT – 6 hours

Richard Dixon Hughes, Chair | Lisa Spellman, Secretary

1. **Welcome, roll call**

2. **Agenda approval, minutes from last meeting**
   — *Minutes of meeting held by teleconference on 2013-12-09 approved*

3. **New business, other agenda topics**

New item added to the agenda to be covered in "New business": Add to #8: Item from Catherine Chronaki:
Proposal regarding potential JIC project involvement- EU-US-Patient-Summary-Mapping

4. **Review of action items from 2013-12-09 meeting**

   (a) DICOM application for JIC membership
<Action from last meeting> Send letter of notification. <Status> Complete
   — *Update: Lisa sent a letter of reply requesting additional information*
   — *Harry Solomon replied on behalf of the DICOM Standards Committee. The reply was circulated via email to JIC members several of whom replied with comments of support and others that reminded of the ongoing concern with the state of the dated and incomplete JIC charter*
   — *Several JIC members replied in support of DICOM joining JIC – emails of support received from:*
   — *Bron Kisler, Mike Nusbaum, Chris Chute and Mike Glickman*
   — *Jane Millar welcomed request and noted that she looks forward to the discussion*

Discussion
   — *Ongoing concern of adding a new member before the work to update the charter*
   — *Jane requested that DICOM resubmit their application to include all additional information so as to have a complete application for the files*
   — *Several noted the ongoing concern by Christian Hay that without a complete charter, it is problematic to add a new member at this time. Are we clear on what we are offering new members such as DICOM?*
   — *It was noted that HL7, ISO, DICOM have been working together for many years, and there are potential needs to discuss SNOMED, RADLEX and LOINC. Since the JIC is to work on joint initiatives and DICOM have the principal franchise in the imaging world, it would be good to add them; if they are not at the table, we will find ourselves trying to do this downstream*
   — *Chris Chute: Agrees; commented that DICOM is one of the most successful SDOs out there in terms of uptake, brand awareness – hard pressed to see why we would not want them at the table*
   — *Jane: We do need to figure out our governance structure but agrees now is the time to add DICOM*
   — *Richard: Suggested that we could have them engage under an "observer" status until any structural issues resolved. It was noted that in the current charter requires unanimous vote to add a new member.*

==<MOTION>== *Chuck Jaffe (HL7) made the Motion to approve the application from DICOM to join as a JIC member; Chris Chute (ISO) seconded*

Continued discussion and vote

- *CEN251: Approve [Steve Kay, Robert Stegwee]*
- *CDISC: Approve [Mike Glickman on behalf of CDISC]*
- *IHTSDO: Approve with the caveat that we continue to work to resolve charter issues [Jane Millar]*
- *IHE: Mike Nusbaum indicated acceptance via email – will insert for the record*
- *ISO: Approve [Chris Chute]*
- *GS1: Approve, with the caveat that we continue to work to resolve charter issues*
- *Elizabeth Keller – CAG03: Approve*

Outcome: *Unanimous, motion carries*

<ACTION / TASK> *Lisa and Richard will draft letter and send to Harry Solomon / DICOM*

- *Craft the letter to DICOM*

 (b) JIC project application from Dr. Andrew Grant for ISO/DTS 18528

<Action from last meeting> Send letter of notification. <Status> Complete

- *Reply letter from the JIC has been sent to Andrew Grant*
- *Discussion regarding the connection / linkage between SKMT and this work item*
- *Concern has been expressed regarding lack of enough SMEs to work on 18528 and SKMT*

<Past task request for JIC members> *Each JIC member was asked in Sydney and at December 2013 meeting to nominate a resource to serve on the 18528 project team – it can be the same person that is representative to SKMT Governance or someone else – that if for the member to decide*

- *May be the person that works on SKMT – or they may nominate another resource – member's choice*
- ***CEN251 & TC215:*** *Steve Kay on project team, Davie Hay on the SKMT Governance as CEN251 representative…*
- ***HL7:*** *John Quinn listed for the now but will seek resource from HL7 ranks…HL7 Terminology Authority chaired by Heather Grain – John will ask Heather to serve in this capacity or find a resource*
- ***IHE:*** *Mike Nusbaum: IHE has endorsed use of SKMT so Mike N can be the point person for now but will work w/IHE International Board to ID a member….*
- ***CDISC****: Bron will find a point of contact from CDISC Terminology / Glossary*
- ***GS1****: Christian will be asked to provide a contact*
- ***IHTSDO****: Jane will look into identifying a resource*

<ACTION> *HL7, IHE, GS1 and IHTSDO to name resource by the next JIC meeting in February 2014.*

5. Update – JIC stakeholder survey update   **Steve Kay**

- *Steve shared the results of the survey & discussion of findings*
- *Agreement from respondents of the need to clarify JIC mission and approach*
- *These are difficult questions and need to be addressed as part of strategic planning activity*
- *Positive - respondents all see value and potential – but continued need to resolve open charter and processes issues. Request to take this forward and determine how to better organize internal processes so that the objectives are being met. This is a good description of why we exist and will be useful for the move forward*
- *In terms of establishing basic principles, is a good solid start; value of cross-collaboration*
- *Steve Kay was noted and appreciation given for the amount of work that he put into this important activity*

— *Each member is asked to review the survey responses and provide feedback in time for discussion at February meeting aiming towards strategic discussion at May meeting in Japan*
— *RDH: Asked for feedback for how this activity should be taken forward*

6. Olympics proposal status update   Mike Nusbaum

— *Mike Nusbaum sent regrets – is busy at the NA Connectathon this week*
— *Lisa will ask Mike if he has an update to give at February or March 2014 meeting*

7. ITU activities in eHealth – 80003 series status update   Lisa Spellman

— *ISO+IEC 80003 Quantities and units - Quantities for e-health. Lisa reported that the first two parts (Physics and Chemistry) had been taken back from FDIS to AWI stage following ISO/TC215 concerns.*
— *Following discussions and agreement between Lisa, Chris and Mary Lou Pèlapra, ISO and IEC have approved two new JWGs being established with experts currently being sought from the TC215 community [and JIC members]. A wide range of relevant skills is needed to contribute to an activity that spans use of quantities and units in eHealth and clinical practice, their identification using OIDs and other identification schemes. The work also seeks to address safety issues associated with biometrics [which RDH noted as being questionable in standards for quantities and units. JIC members were asked to try and find potential experts to work on these activities and ensure that the activities are relevant and broadly based.*
— *The ISO call for experts has been posted as N1377 and is out at present - please work with Lisa to help ensure relevant experts are nominated to enact Sydney ISO/TC 215 R72 as copied below .*

<Action/Task> Lisa will send N1377 to JIC members as we want good participation since we pushed this concern

Sydney 2013 Resolution 72 [CAG1-R2] approval for TC215 chair to lead feedback to ITU: ISO/TC215 resolves to establish an advisory group under the responsibility of the ISO/TC215 Chair, Dr. Christopher G. Chute, to continue communication with the ITU and ISO/TC12 regarding the scope and the importance of previous informatics work with the new initiatives of ITU in eHealth telecommunications. The members of this advisory group will be chosen by the Chair. *Discussion*: None; *Opposed*: None; *Abstentions:* None; **Motion carries**

8. ISO global business model – Vancouver #13

— *Lisa gave a brief update: As has been noted in the past and discussed in Vancouver and more fully in Sydney, ISO/CS raised concerns regarding the cost for ISO to produce deliverables that ISO & members then sell to recover costs, but some are given away at no cost – deliverables such as ISO 14199 BRIDG, ISO 12052 DICOM and HL7 free IP has been given as examples*
— *Issue and concerns have accelerated and in late 2013 ISO and its NMB members have decided that it is no longer feasible for ISO to incur cost to produce deliverables that are then provided at no cost*
— *Lisa notified ISO/CS that this action will now move forward thus, enacting **Per Sydney Resolution #72:** The Advisory group was named to be led by Mike Glickman as approved by R 72*

<Action> Lisa *and Mike will set-up a separate conference call soon to further discuss with those interested*

Vancouver 2012 Resolution 13.) Regarding the Establishment of an Ad Hoc Group on the Rapidly Evolving Health Informatics Standards Field and the Work of ISO TC 215 – *Resolved that ISO/TC 215*
Convenes an Ad Hoc Group (AHG): to advise the Secretary in relation to discussions with the ISO Central Secretariat regarding issues associated with the rapidly evolving heath informatics standards field and the work of ISO/TC215 in regards to alternative methods of publishing and incorporating material from other approved SDOs working in the health informatics field; these discussions be based on draft resolutions as A and B below as the basis for initial discussions with the ISO Central Secretariat; and To be chaired by Mike Glickman

9. CAG03: Any work program updates as needed   Elizabeth Keller, Don Newsham

⎯ *Elizabeth gave brief update: No updates at this time other than that they will plan to set-up calls w/project leads and report in Japan in May*

10. New business

⎯ *Note: The meeting was running long, so the update was brief*

⎯ *Catherine Chronaki shared as an informational item proposal to the JIC regarding EU-US-Patient-Summary-Mapping and asked JIC to consider engagement*

<mark>*<Action / Task>*</mark>

⎯ *JIC members are asked to review the proposal and be prepared to discuss at February meeting*

⎯ *Catherine will circulate additional information*

11. Calendaring   Lisa Spellman

> *Upcoming meetings*

Thursday 20 February2014	- **US CT**: 15:00 – 16:00 - **UTC:** 21:00 – 22:00	https://iso-meetings.webex.com/iso-meetings/j.php?J=953402524 Meeting Number: 953 402 524 No password required
Thursday 20 March 2014	- **US CT:** 16:00 – 17:00 - **UTC:** 22:00 – 23:00 [Note we begin is one hour *later* in March based on availability as listed in Doodle]	https://iso-meetings.webex.com/iso-meetings/j.php?J=951796050 Meeting Number: 951 796 050 No password required
Thursday 24 April 2014	- **US CT:** 15:00 – 16:00 - **UTC:** 21:00 – 22:00	https://iso-meetings.webex.com/iso-meetings/j.php?J=950622712 Meeting Number: 950 622 712 No password required
Friday 23 May 2014 Karuizawa, Japan	Meet following the closing plenary in Japan – exact time depends on when plenary actually ends, but plan to begin at/near 15.00	WebEx to be set-up closer to meeting date
Friday October 10 2014 Berlin, Germany	Meet following the closing plenary in Berlin – exact time depends on when plenary ends, but plan to begin at/near 15.00. Note that may also try to add a strategic planning session earlier in the week. To be discussed at next meeting	

⎯ *In both cases, the Friday scheduling worked best for host facilities.*

⎯ *Request was made for the JIC to consider meeting at the May 2015 HL7 meeting in Paris – in particular taking a key role in presenting JIC, its members and collaboration and in leading the "HL7 and Other SDOs" session traditionally held in Q4 on the opening Sunday.*

⎯ *Discuss potential to hold a JIC day-long strategic planning session in Japan and Berlin. Noted it's too late to do for Japan and Lisa informed that the facility in Japan and in Berlin at DIN HQ is not available for a Sunday meeting and that if a location did need to be secured, there would be cost involved. Christian Hay offered to see if GS1 could help to secure a location to meet on the Sunday prior to Berlin start which would be Sunday 5 October 2014*

⎯ *Try to keep monthly JIC calls to 60 minutes*

12. Wrap

⎯ Meeting concluded at 16.20

Potential topics for future meetings

1. CEN – outcomes/proposals arising from ContSys + ISO 13606 + HISA harmonisation & transatlantic impacts

2. CIMI – outcomes/proposals arising from CIMI

3. All – progress in implementation & use of SKMT

4. HL7 – update on FHIR role and impact on harmonization of standards

5. After 20 years - what are the core eHealth standards that are actually implemented today?

			25 Oct 2013	9-Dec-2013	29 January 2014	20 February 2014			
Bron	Kisler	CDISC		Y					
Becky	Kush	CDISC							
Mike	Glickman	CDISC	Y	Y	Y				
Richard	Dixon Hughes	TC215	Y	Y	Y				
Stephen	Kay	CEN251	Y	Y	Y				
Shirin	Golyardi	CEN251	Y						
Chuck	Jaffe	HL7	Y		Y				
John	Quinn	HL7	Y	Y					
Catherine	Chronaki	HL7	Y		Y				
Chris	Chute	TC215	Y		Y				
Christian	Hay	GS1	Y		Y				
Mike	Nusbaum	IHE	Y	Y					
Jane	Millar	IHTSDO	Y	Y	Y				
Don	Newsham	CAG03	Y	Y					
Elizabeth	Keller	CAG03	Y	Y	Y				
Lisa	Spellman	Secretary	Y	Y	Y				
Robert	Stegwee	CEN251							
			Y						
				Y	Y				
Beatriz	de Faria Leão	Observer							
Gary	Dickenson	Observer	Y						