



MINUTES - JIC Executive Session

Monday 9 December 2013 / Sydney: Tue 10 Dec @ 07.00

2:00pmUS_CT | UCT & London: 20.00 | Geneva: 21.00

Richard Dixon Hughes, Chair | Lisa Spellman, Secretary

1. Welcome, roll call

— Please see roster on the last page.

2. Agenda approval, minutes from last meeting

— For Sydney minutes dated 2013-10-25: Members had not had time to review. They were asked to review and send edits to Lisa and Richard by Monday 16 December 2013 @ 6.00pm / 18.00 US CT.

3. New business, other agenda topics

— No new business items

4. Review of action items from the Sydney meeting

Application from DICOM to become the eighth member of the JIC

— Lisa asked for feedback on the DICOM JIC member application. There are two issues:

- Legal issue entity – DICOM is not a legal entity; need to know the entity that is asking to be a member of JIC; "DICOM is a standard; who is your international legal entity; NEMA?"
- But also have a concern that if they do identify a named legal entity, NEMA for example, then if we cannot / will not consider new members – we don't want to embarrass ourselves so is an issue to keep in mind

<ACTION> Lisa and Richard will draft the letter and share with Jane Millar and Christian Hay before sending

Proposal for acceptance of ISO/TS 18528 as a joint project

The JIC approved the addition of "ISO/TS 18528 Health informatics standards functional classification" to the schedule of JIC joint projects with ISO/TC 215 as the lead SDO.

Lisa asked for direction for the next step particular, (a) guidance on what should be communicated back to ISO/TC 215 and the PJ, Prof Andrew Grant and (b) any other steps required to initiate the activity as a JIC project. During discussion, members indicated that they were concerned about expectation management when the JIC accepts a work item as a joint project – what does that mean? What do we ask of them and what can they expect of JIC?

- Discussion: We inform that project has been approved; so CAG03 will ask for updates regarding project status, assistance that is needed...
- Lisa requested a draft of a letter outlining expectations – what does it mean when a project is a JIC project?
- Eventually the letter should be sent to the home organization so for 18528 would be ISO/TC215 & CEN251
- Will a joint ballot be needed? Ballot coordination has been a challenge. It was considered that, in this instance, it would be preferable to limit the balloting to ISO and potentially CEN but that other JIC members would actively contribute content and expert resources to the ISO project team and would provide input to ballots through as liaisons to ISO/TC 215.

<Action> Lisa will draft of a letter "Congratulations, your project has been approved..." and send to Elizabeth, Don and Richard for refinement to clarify expectations and set out the agreement on what "acceptance" means. Lisa sought guidance on how to proceed in relation to the following JIC recommendation from the October meeting in Sydney .

— **"<Action>** Each JIC member will be asked to nominate a resource to serve on the [ISO/TS 18528] project team – give reminder at next meeting and then ask for name and commitment"

— Steve Kay (elaborating):

- Andrew Grant struggling to get this work item complete as well as SKMT.
- How will JIC support this approved 18528 and SKMT? What will that mean? Do we provide a resource?

— Don N:

- SKMT has a governance structure in place
- Access to the tool and improvement to access and formatting of the SKMT tool and information; SKMT could certainly benefit from improvement and would invite Andrew

— On 18528: Andrew Grant could use some assistance to gather information on classifying standards relevant to the needs of JIC members and related bodies; he is looking for a name and contact within each SDO as looking for classification and structure

— SKMT people are focused on term reconciliation and if we want to ask them to participate as expert resources on 18528 this could adversely affect progress with SKMT, even though the two projects have strong common elements

— Once JIC approval of the project as a joint work item is formalized, each JIC member will be emailed and asked to nominate a person to serve on the 18528 project team. These may not be persons that serve on the SKMT project team or they may be different – that will be a matter for each member SDO.

— **CEN251 & TC215:** Steve Kay is on the project team, Davie Hay is on the SKMT Governance as TC215/CEN251 representative

— **HL7:** John Quinn to be listed for the now but he'll also look for a person from HL7 ranks...HL7 Terminology Authority chaired by Heather Grain – so John will ask Heather to serve in this capacity or find a resource

— **IHE:** Mike Nusbaum: IHE has endorsed use of SKMT in the past week, so Mike N can be the point person for now but will work w/IHE International Board to ID a member....

— **CDISC:** Bron will ID 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 which is yet to be scheduled but will be sometime in January 2014.

5. Update – JIC stakeholder survey

— Steve Kay: Explained the survey. This is not a 'stakeholder' survey in that it was internal, directed primarily to JIC members; the central concern was lack of clarity and formality about what we [JIC] does; Steve offered to raise the question so that JIC process is more clear and formalized; and how we should communicate our role.

— A series of issues / lack of clarity, included: 18528, 10781, 13606... we continue to lack clarity around central ideas and processes and the survey was intended to get feedback from the 15-17 people at the Sydney face-to-face meeting; only 7 received so far to date, two of whom were observers

— Concern if do not have the resources....Steve taking feedback from respondents to get agreement because at the moment we are failing....everyone is very busy w/competing priorities...it is time for clarity..we are not

...serving our community at current moment...as a community of SDOs we need some agreement...difficult to proceed w/updating charter lacking agreement and feedback

- *RDH: Should the JIC charter be reviewed as well? Timing and process? Charter may not be the issue; inability to deliver...*
- *SK: it is a set of issues beyond and more than just the charter*
- *Don N: It does go to the heart of the matter; SK has done a great service, now as a council we need to address these issues collectively*
- *Mike N: It is fundamental that we review all JIC aspects to include charter, structure, and processes; need to build the entire package; survey provided helpful info – need to build consensus*
- *RDH: Recognizes the level of effort already put into this work; if anyone has not replied; please do so ASAP*
- *Jane M: Agrees strongly that need to pursue– still struggling to define our processes, we are not in a position to move forward right now, the JIC has benefits; need to work this process.*

Next steps: Steve K: *Had planned to provide results two weeks prior to this meeting, results / feedback from respondents delayed; he's already spent much time and is reluctant to add or receive additional comments at this juncture; would prefer to take feedback into next phase; Steve Kay, Mike N & Don will work with responses received to date and will send synthesis and recommendations*

6. Update from CEN251 special meeting held on 27 November 2013 in Brussels

- *Robert Stegwee: Robert has sent an email with update and requested additional feedback*
- *Was a wrap of eHealth Summit and ideas for how to possibly move forward in the EC; funding for?need to ...fund ongoing activities around eHealth including ...invited to summarize and clarify what a joint organization could look like, EU & member states that decides on direction of eHealth in Europe and address how can best leverage member nations with various options being brought forward...*
- *Timeline: There is a tight timeline for 1st draft; 1st meeting in early January; RS trying to get a draft submitted before 25 December; coordination of on a global scale*

<ACTION> *Lisa will forward reply to the JIC members*

7. Update on Olympic Proposal

- *Mike Nusbaum (IHE): Mike has been broadly socializing the concepts introduced in Sydney. Brazil is quite interested and has had some meetings with medical contacts in Rio. IHE International is interested. He and Don Newsham had already taken it to the Canadian Olympic Committee via Canada Health Infoway. There have been many conversations with people in the US (including Doug Fridsma) with a view to identifying the players and activities needed to do something in a structured way from the US. Steve Kay agreed to contact Jeremy Thorp for the UK for advice on engagement in Europe/UK. Mike will also follow-up with RDH. There has been a meeting with GE Healthcare to get their interest as they have potential to be the key for success; Had a response from Italy; preparing to reach out to IOC with a consolidated approach. Commitment will be needed from [IOC] national members and sponsors.*
- *Get participating nations finalized; along with support from GE; and once this is in place, submit to IOC and if of interest, then funding would need to follow.*
- *Jane: IHTSDO has not approved yet – needs better understanding of what he is proposing; they are in the details of the clinical record – request better feel of what exactly is he requesting*
- *Mike: Only had time to cover high level*

- Other suggestions included building on the good work of collaborative EHR initiatives such as Trillium Bridge, MN has reached out to Catherine Chronaki – so this would contain some detail.
- Don Sweet, the new IHTSDO CEO and Mike had exchanged details. He expressed some interest in exploring the opportunity further, once he gets settled. This has now come around to Jane – so greater detail requested.

<ACTION>

- Mike: Provide a 1-2 pager with high level info and ask for feedback from JIC executive
- Lisa will send the presentation deck from Sydney to JIC members and let them know 1-2 pager is coming

8. ITU activities in eHealth - feedback on ISO memorandum discussions; TC215 concerns etc.

- **Lisa reported: Per Sydney Resolution #72:** The Advisory group has been named and has accepted
- Lisa sent notification to ISO/CS that Resolution was passed and an advisory group named
- ISO/CS replied and said they will get back w/TC215 on specific next steps.

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**

- **There was also a question about the status of the Vancouver R13:**
- *Status:* Lisa notified ISO/CS that TC215 is ready to proceed and asked for next step meeting; is waiting for feedback from ISO/CS

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 health 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

- Don, Elizabeth: CAG03 Sydney minutes were submitted
- Errors in the Work Program as was covered in Sydney: Steve Kay will send some updates – Steve will send to Lisa & compare to CAG03 notes

10. Calendaring

- Lisa
 - Update on Japan in person meeting: Lisa reported that the JIC will meet on the Friday 23 May 2014 after the TC215 closing plenary in the same mode as was done in Sydney. Meeting Monday morning was not an option for the facility and we need to go with what our hosts are able to provide.

<ACTION> Scheduling calls for the coming months

- RDH to first send his open dates at this time of day – for coming 4 months and the Lisa will send a Doodle
- Schedule calls for the next 3-4 months - This time slot works well: 2:00pmCT/3:00pmET / 20.00UTC

11. New business

- No new business items

12. Wrap

- Meeting concluded at 3.30pm / 22.30UTC

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-13	9-Dec-13
Bron	Kisler	CDISC		Y
Becky	Kush	CDISC		
Mike	Glickman	CDISC	Y	Y
Richard	Dixon Hughes	TC215	Y	Y
Stephen	Kay	CEN251	Y	Y
Shirin	Golyardi	CEN251	Y	
Chuck	Jaffee	HL7	Y	
John	Quinn	HL7	Y	Y
Catherine	Chronaki	HL7	Y	
Chris	Chute	TC215	Y	
Christian	Hay	GS1	Y	
Mike	Nusbaum	IHE	Y	Y
Jane	Millar	IHTSDO	Y	Y
Don	Newsham	CAG03	Y	Y
Elizabeth	Keller	CAG03	Y	Y
Lisa	Spellman	Secretary	Y	Y
Beatriz	de Faria Leão	Observer	Y	
Robert	Stegwee	CEN251		Y
Gary	Dickenson	Observer	Y	