Joint Initiative Council

JIC Executive Meeting
Wednesday 10th February 2016
20:00-21:00 UTC
Record of Discussion

Location: Teleconference via GoToMeeting

Meeting documentation:

https://confluence.ihtsdotools.org/display/JIC/2016-02-10+-+JIC+Meeting

1.   Welcome, Apologies.

The Chair welcomed the Council members to the meeting. Apologies are noted above.

2.   Minutes of last meeting (20160113 – teleconference)

Approved.

3.   Agenda approval, requests for AOB

Agenda approved. No new items were raised.

4.   Review of actions from previous meeting

Action list: https://confluence.ihtsdotools.org/display/JIC/JIC+Action++List

The Chair announced that the revised JIC Charter document had finally been signed by everyone and is now available on the homepage of the JIC website:
http://www.jointinitiativecouncil.org/

Other outstanding actions were listed as agenda items below…

5.   INTERPAS Briefing

See briefing document

See INTERPAS project scope statement

A guest presenter stated that he had requested a discussion of HL7's Project scope statement to develop the standard (INTERPAS). He said he wished to coordinate the efforts of parallel activities across SDOs/other projects regarding International Patient Summary form, and minimize duplication of efforts

His recommendations were for the JIC to:

1. Approve: INTERPAS project scope statement *(version 2.7, linked above)*

2. Request: Focus SDOs and organizations on HL7 INTERPAS project.

3. Review: INTERPAS project scope statement *(version 2.7, linked above)*

The chair asked if there are other initiatives that the JIC should be informed about? The presenter said he had heard that ISO/TC215 was starting work on something but he wasn't sure if it was vocabularies or data structure.

An executive said that they were working on development of the Standard Set with members of the JIC. They wanted to make it very clear that this is not duplicating what HL7 are doing, and the JIC Standard Set coordination group welcomed that work. They suggested that a call should be set up between the two to discuss how HL7's efforts on INTERPAS can feed into the JIC's work.

Action 1	A call should be set up between HL7 and the Standard Set coordination group.

A representative from ISO/TC215 said they would be happy to share information on their bundle. An executive said he was very happy that an update was being given to the JIC, as INTERPAS is very relevant to the work the JIC is doing. He said they are in the process of negotiations with the European Commission to enable further participation from the European standpoint. If there were room within INTERPAS to include the European perspective then he would be happy to bring knowledge from epSOS and the European Patient Summary Guideline work to the table. An executive said that the purpose of the JIC is to represent international SDOs, and they all wish to bring all examples and alternatives to the table to achieve harmonization (without creating new standards). He reiterated that it was great that the presenter had come to the JIC and he hoped the two groups could work closely together. An executive said that he wanted to raise the opportunity and desire for the INTERPAS work to be a joint effort between ISO/TC215 and HL7. He said he would be happy to hear what the desires of ISO/TC215 are, but he thought this was separate (albeit complimentary) to the JIC's Standard Set work. Another executive agreed, saying it was important to distinguish ISO/TC215 and the JIC, as the former develops standards, whereas the JIC does not. The community is looking to ISO/TC215 and we need to work out how those products end up in the standards product cycle. An executive said the goal is always to work together, and they would hate to see separate efforts fall apart if the JIC could help to facilitate things. The chair agreed, saying the work of the JIC is complimentary to the work of INTERPAS and Trillium II, as well as ISO/TC215's and others. More coordination and engagement will ensure that we are successful. He welcomed the follow-up discussion, and said that the JIC is happy to share all information on the area of guidance it is working on.

6.   JIC Standard Set Work – Patient Summary

See briefing document.

An executive stated that a new member from HL7 has joined the group. IHTSDO's Nick Egarhos would be joining the next call as he is IHTSDO's Vendor Engagement Lead and can give advice about how to reach out to existing networks of vendors.

The executive stated that at this time the coordination group does not have any key questions for the JIC to respond to, but it is happy to receive any questions or feedback on progress.

The chair said that the group should reach out to JIC at any time with questions/guidance requirements and not wait for meetings

7. Unique Device Identifier (UDI) Update

An executive said that the draft UDI document had gone out to JIC for consultation - IHTSDO had come back with comments but he had been waiting for HL7's feedback before closing the consultation process. This had now happened so he was able to report back to the JIC. He said most comments were addressing boundaries and asking what was going to be done with the guidance, which made him understand that this should have been clearer in the project description documentation. He stated that about 25 of the 37 comments received were valuable but required some strong changes. 12 others were more disturbing (in his perception) as they were changing the boundaries, and this is not something that could be done in a short space of time so he wanted to share this with the JIC. For him, what is important is to bring to the table the information that is coming out of the supply chain. We should not limit ourselves to the UDI, as the supply chain is not limited to the UDI or to the US. He proposed that he would re-write the boundaries in the document and re-submit it to the new expanded expert group.

The chair agreed with this approach. He asked if it would be possible to do things in two phases? Phase-I would be issuing a high level document for review, noting the comments that have come in and asking for advice, which may lead to a Phase-II composition of documents over a longer time period? The executive replied that maybe the first phase would be sufficient, but perhaps after it is completed we may decide that a second phase would be beneficial.

It was proposed that the executive should edit the document to include the comments, so that the JIC could understand what the challenges and issues are, and can then reach a consensus on the way forward. The executive agreed that the comments form is crucial to understand the current state of play. He appreciated the idea of progressing in two phases. Those on the call agreed with this approach.

Action 2	An edited UDI document will be provided to the JIC for review along with the comments that had been received.

8. Canadian Terminology Standards Certification Curricular Competencies document review (as per email request on 29th January 2016)

An executive stated that the Canadian National Advisory Stakeholder Group has identified the JIC as a stakeholder group who may wish to volunteer their time to review and provide feedback. As stated in the previous email request sent previously, they asked for completed comment forms to please be returned prior to February 17, 2016. He said he had heard that some comments had already been provided but there was still a week to go. An executive said that he thought this was a very nice piece of work that should be on the curricula not only for terminology standards but also for interoperability standards for health care. He said that he intends to use it in the course that he teaches himself. The chair said that IHTSDO is currently

looking at its own products and services, and the Head of Education (David Markwell) should be getting in touch to give feedback from the IHTSDO Management Board. An executive said (speaking on behalf of the ISO WG3) that they have a work item on terminology work requirements so they will be happy to look at the document. The executive thanked her and said that she should reach out to his committee, as he would be more than happy to enlist their support so this could be repurposed and made an international item. An executive said that there would be a discussion on this at the ISO/TC215 meeting in Amsterdam.

9.   Trillium II Project

The chair said that there had been discussions between Trillium II and IHTSDO about IHTSDO becoming a partner in the project. He said that this is being seriously considered and that hopefully by the time the next JIC meeting the IHTSDO Management Board will have made their decision.

Following on from January's meeting, an executive gave an updated presentation to the JIC on Trillium II. She said that the invitation was either for the JIC to potentially appoint a member to representative JIC in the Advisory Group, or for them to engage with Trillium-II setting governance of IPS Standards Sets (on Requirements, Updates and Maintenance).

An executive asked what she was referring to by "IPS Standard Sets"? CCH replied that this was the work of the JIC is currently doing. He asked what the deliverables of Trillium II were? She stated that the intended deliverables were listed as follows:
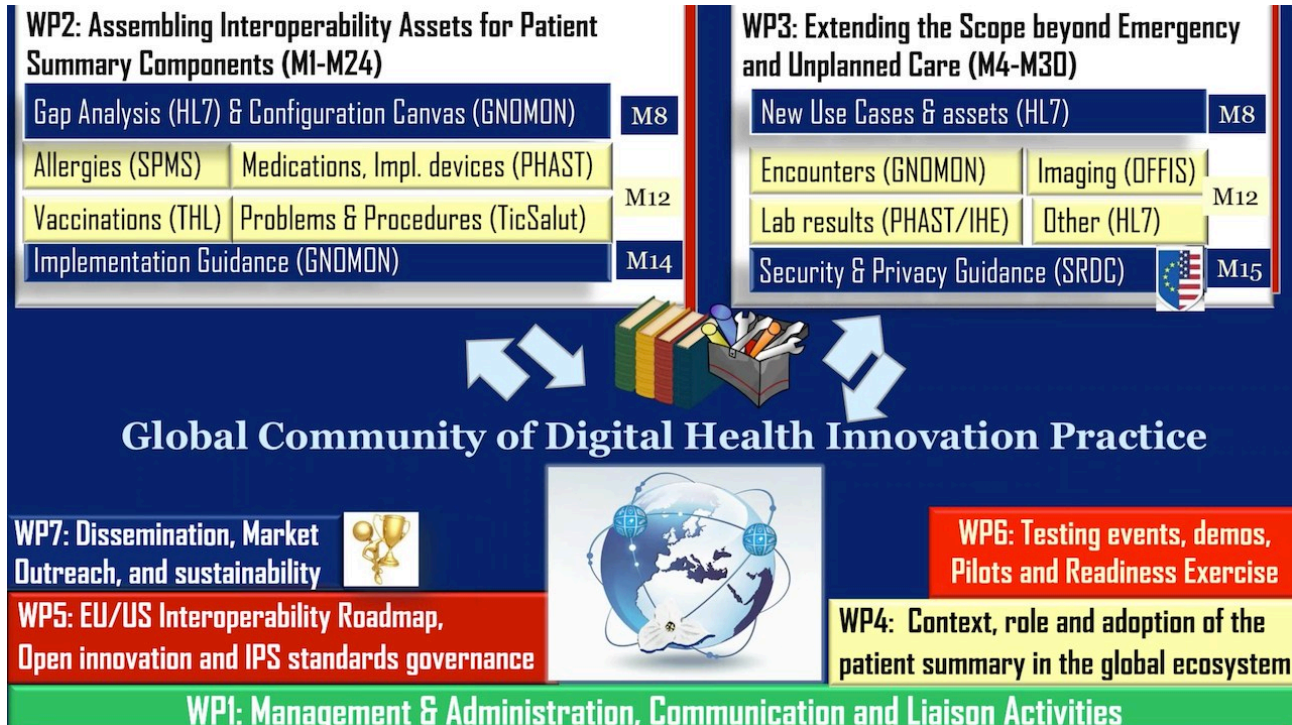
An executive said that work on the list of data elements (such as procedures and medications) was potentially an area of overlap with HL7's INTERPAS. The executive said that they are trying to leverage previous standards and data set to get agreement on one formulation that could be

used in the pilots. It will be up to the Global Community of Digital Health Innovation Practice to decide which way they will go. It is still unknown at this stage, but it will definitely take into account the JIC's work on the Patient Summary Standard Set. An executive replied that there is good activity, particularly around the adoption side and what it takes to use the PSSS. He agreed that there could be duplication, for instance with the work currently being done on testing events. He said it was not clear to him that she was talking about governance of the JIC's Standard Set, although it was obvious to him that this would be necessary.

It was stated that there is a lot to be gained by the JIC's participation in this initiative so a formal link to the JIC would be of value to both the project and the JIC. An executive said that the contractual question is a matter for each SDO, but perhaps there could be a formal letter that spells out how each of the JIC's members will cooperate, so that it is a direct collaboration between the project and the JIC's members, rather than a 'pseudo collaboration' through the JIC. The chair agreed and said that he could draft a letter if the Council agreed, as it would provide a link between Trillium II and the JIC. He said that perhaps he could also provide a coordinating function to move things forward, if appropriate. The executive said she would be very grateful if this were possible. All those on the call were in favor with this approach so the chair said he would begin drafting the letter.

Action 3	A formal letter from the JIC on Trillium II would be drafted and signed by key JIC representatives. ***Post-script: This signed letter was sent on the 16th February 2016***.

10.   New Business

10.1.   Proposal to adjust the JIC's meeting schedule

The chair said there had been a request to move the JIC's teleconferences to an hour earlier, and asked if those on the call minded?

Action 4	Executives to be consulted in order to arrange a new time for the remaining 2016 meetings.

Post-script: An email was sent to the JIC on 20160215 proposing the following updated meeting schedule:

DATES	TIME	COMMENTS / NOTES
13 Jan 2016	21:00-22:00 UTC	Teleconference – *RST noted as unavailable.*
10 Feb 2016	21:00-22:00 UTC	Teleconference
09 March 2016	~~21:00-22:00 UTC~~ 20:00-21:00 UTC	Teleconference
~~06 April 2016~~ 13 April 2016	 20:00-21:00 UTC	Teleconference
01 May 2016	13:00-18:00 local	F2f during ISO meeting in Amsterdam, Netherlands
~~01 June 2016~~ 08 June 2016	 20:00-21:00 UTC	Teleconference

~~29 June 2016~~ 06 July 2016	20:00-21:00 UTC	Teleconference
August 2016	No meeting	
~~21 September 2016~~ 28 September 2016	20:00-21:00 UTC	Teleconference
~~19 October 2016~~	No meeting	The week after is the IHTSDO Business Meeting in New Zealand
November 2016	TBC	Face to face during ISO meeting – Lillehammer, Norway
~~14 December 2016~~ 07 December 2016	20:00-21:00 UTC	Teleconference

The JIC has until 9:00 UTC on Friday 19th February to provide comment, but so far the reaction had been positive.

11. Adjournment

The meeting was adjourned after the chair thanked the attendees for their time.

12. Next meeting

Confirmed as a teleconference on Wednesday 9th March **at an earlier time of 20:00 UTC.**