

**JIC Executive Meeting**  
**Wednesday 14 March 2018, 20:00-21:00 UTC**  
**Record of Discussion**

Location: Teleconference

**1. Welcome & Apologies**

MNU welcomed the attendees to his first JIC call as Chair. The apologies are recorded above.

**2. Minutes of last meeting**

The minutes of the meeting held on 10 January 2018 were approved – proposed by DSE, seconded by LBE with one abstention from RST.

**3. Agenda approval, requests for other/new business**

There were no requests for other/new business.

**4. Review of action items from previous meetings -**

MNU informed the JIC that the actions list had been fully updated with only three outstanding items remaining.

The item on Unique Device Identifiers to be brought to the 29 April 2018 face to face meeting in Brazil by CHA.

<b>Action 1</b>	PST to add UDI the item to the agenda for the April f2f meeting.
<b>Action 2</b>	CHA to present the UDI item at the April f2f meeting.

The information held on the voting representation of the JIC membership was reviewed.

<b>Action 3</b>	PST to reach out and request the information from those JIC members for whom no voting representation information is currently held.
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RDH noted that the action regarding FHIR was no longer on the list but that he wasn't sure it had been closed. It was noted for the group that the item was to be covered as part of the Communications and Strategy item on the meeting agenda.

RST noted that there should still be an action for him to work on TGA methodology with JIC members and gave his apologies for not having yet done so.

**5. Communications and strategy**

- *SKMT Press Release*
- *SKMT JIC Agreement*
- *FHIR Paper*

MGL informed the group that nothing had been done regarding a press release on SKMT and that a Communications Committee meeting had not yet been held where this could be discussed. It was discussed as to whether the communications work on this should be done by the JIC Communications Committee or by SNOMED International (SI) – as SI is not an SKMT user it was confirmed that it should be the Committee, but that SI would be more than happy to contribute. MGL suggested that a couple of paragraphs would be drafted initially, to announce the tool but also to note that a maintenance process is being sought for it. It was noted that Heather Grain and Andrew Grant would both be useful support on this and that MGL will contact them. MNU informed the JIC that there is an SKMT call during the week commencing 26 March to which MGL is invited and so the discussion will be raised then.

<b>Action 4</b>	MGL to draft a brief release regarding SKMT - contact Heather Grain and Andrew Grant for support with SKMT Communications.
<b>Action 5</b>	MGL to join the SKMT call during the w/c 26 March to discuss the communication of SKMT.

MNU noted that it is key that the JIC is accumulating assets, such as SKMT and PSSS and this needs to be communicated to the community, for which the Brazil meeting is an ideal opportunity. It was suggested the SKMT call on 26 March be used as a springboard for this, with the aim to bring a package of materials to discuss at the meeting in Brazil.

<b>Action 6</b>	MGL to bring a draft package of communications materials ready for the JIC to discuss in Brazil.
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With regards FHIR, it was noted that EHA has written a thorough paper on this but that it would now be a year out of date as not much was done with it – this paper should now be updated.

<b>Action 7</b>	MGL to review to EHA's paper as part of communications activity and to incorporate as appropriate.
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## 6. PSSS Update

JMI asked the JIC about any progress made with regards communicating PSSS within their organizations using the materials supplied by SI and noted that they should give any feedback to JMI, MNU, EKL, DNE and SKA. Within SI Kelly Kuru (KKU) has been blogging about PSSS and a session is being done on it at the SNOMED International April Business Meeting.

MGL informed the JIC that in Canada PSSS was announced via Infoway in January, but so far, no feedback received. A webinar is scheduled for 22 March 2018 on PSSS available to all across Canada.

RST and GNU also noted that they have used the materials to communicate PSSS within their organizations but have also not yet received any feedback.

RDH noted that ISO TC215 tend to share such things at face to face meetings and so asked if anything was lined up for this in Brazil in May. The JIC discussed the best way to share the PSSS at the meeting and it was agreed that a formal announcement at Working Group 2 would be ideal.

<b>Action 8</b>	DWA to follow up with BKI regarding making the PSSS announcement during Working Group 2 at the Brazil meeting.
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It was also agreed, that as PSSS is a significant contribution from the JIC, MNU should also highlight it during the Plenary in Brazil.

<b>Action 9</b>	MNU to speak about PSSS at the Plenary during the Brazil meeting.
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MNU reminded the JIC that there are plans for a video interview regarding PSSS to be shared on social media. This is still something the JIC would like to do but it was felt that DSW, as Chair during the development of JIC, would be best placed to do the interview.

<b>Action 10</b>	JMI to speak to DSW and KKU with regards the social media interview on PSSS.
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## 7. IDMP Governance comments (DTR14782)

CHA noted a couple of corrections to the agenda item title: the document number is incorrect and the correct one is DTR14872 and this is not a 'governance' item but rather a descriptive document. It is for the development of IDMP standards to provide guidance on what kind of management and quality standards should be considered by maintenance organizations for IDMP. It includes a chapter which states that at some point there will ideally be a governance organization about IDMP, but it is difficult to imagine this could be achieved without a strong structure. The document has taken a while to get to this point where an international ballot can be held. It is being brought to this group's attention as the JIC is made up of SDOs

and so would all have something to provide to IDMP. This is on the agenda for Working Group 6 in Brazil and more detail will be given then.

MGL asked what, aside from the feedback mentioned in the document, can JIC do on this going forwards, and should it be included on the JIC agenda in Brazil? CHA noted that it is an important document which it would be ideal if the JIC could keep an eye on, but it doesn't need to be on the JIC agenda in Brazil.

MNU suggested that IDMP be added to the JIC communications strategy agenda and that any material and articles relating to IDMP should be shared with MGL. RST agreed it should be taken up as a communications activity and noted that there is some confusion in the market place over IDMP and that it would be helpful if the JIC collaboratively state that we are behind it, though not actively working on it.

<b>Action 11</b>	MGL to add IDMP to the JIC communications agenda.
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<b>Action 12</b>	CHA to share IDMP materials with MGL.
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### 8. Proposals for next JIC Initiative

MNU asked the JIC to consider what the group should work on going forwards and to bear in mind that any initiatives should have value for the SDO community.

<b>Action 13</b>	PST to add Next JIC Initiative to the JIC Agenda for 29 April.
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<b>Action 14</b>	JIC to consider the topic and bring ideas to the 29 April meeting with the view to bringing together a list of priorities.
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It was noted that one key area for consideration would be the Olympic initiative as it has its root in the work done by the JIC. MNU agreed to do an update on this at the Brazil meeting. It was also noted that the Olympics initiative would be a good item to add to the communications strategy.

<b>Action 15</b>	PST to add Olympics Initiative to the Brazil agenda as an update by MNU
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<b>Action 16</b>	MGL to add Olympics initiative to the communications strategy.
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### 9. eStandards Workshop follow up

RST gave the JIC an update regarding the eStandards Workshop. It was noted that one key area is to get a good understanding of CGA and what that methodology means for the JIC and whether it can be incorporated in to the next cycle for the Olympics.

DNE noted that there had been a good discussion about the bottom-up approach, via innovation and apps, but this has not yet been picked up, so it would be good to see where that goes. MGL noted that the document drafted hadn't been shared with the JIC and RST will forward this to PST to distribute to the JIC.

<b>Action 17</b>	RST to share the workshop document with PST who will then share it with the JIC.
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### 10. JIC Signature Events

RDH informed the JIC that the presentation for this item was not yet ready and so it would be moved to the agenda in Brazil.

<b>Action 18</b>	PST to add JIC Signature Events to the JIC Agenda for 29 April.
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### 11. New Business

MNU informed the JIC that the plan for the face to face meeting in Brazil is to meet in the afternoon on Sunday 29 April and then plan a dinner in the evening for those who wish to gather socially. JMI noted that she is unable to join in person but is happy to dial in and has arranged to do so. There was some concern regarding setting up a Zoom recording of the meeting due to possible issues with WiFi. DWA offered to take notes in person to support this.

## 12. Next meeting and Adjournment

The meeting was adjourned at 21:03 UTC

- Next meeting: Face to face meeting at 13:00-17:00 local time on Sunday 29 April 2018 at ISO meeting, Maringa, Brazil [exact venue tbc]