JIC Executive Meeting

Wednesday 11 July 2018, 20:00-21:00 UTC

Minutes of Meeting

Location: Teleconference

1. Welcome & Apologies

MNU welcomed all to the meeting.

2. Minutes of last meeting

MNU asked the Committee if there were any questions regarding the minutes of the last meeting. There were none. MNU motioned to accept the minutes. The motion was seconded by MGL. The minutes were approved by all in attendance with the exception of WKU, who abstained from voting.

3. Agenda approval, requests for other/new business

MNU asked the Committee if they agreed to the agenda which was distributed prior to the meeting. The Committee agreed to the agenda proposed for this meeting.

Item: Communications Committee would be discussed under New Business.

4. Review of action items from previous meetings

Action 1	PST to confirm with MNU that all SDOs have responded to the action items from the previous meeting.

Outstanding Items from Actions List:

Agenda Item	Action	Person(s)	Resolution
Discussion on forming a better process for JIC signifying approval.	All JIC 'designated voting representatives' to please advise DSW by email if they are able if they are able to provide endorsement on behalf of the organizations, or if they require approval from a governing body to do so.	ALL	To discuss on 14 March for any updates.
PSSS	Speak to DSW and KKU with regards the social media interview on PSSS.	JMI	20180429 Update: JMI to follow up with DSW on this action
20180711 Update: JMI to email MNU with an update.

			MNU to send the quotes by DSW and MNU to JMI.
IDMP Governance comments	Share IDMP materials with MGL.	CHA	20180711: CHA to deliver information to MGL.
eStandards Workshop follow up	Share the workshop document with PST who will then share it with the JIC.	RST	20180711 Update: Check with PST if this has been done. If not, get it from RST to distribute.

5. The Maringa Manifesto – prioritization of new initiatives

The purpose of this agenda item was to come up with a pick list and discuss what to do next. The survey was complete with 14 responses collected. The results were tabulated in 2 ways:

- Data collation reflecting all 14 responses

- Data collation reflecting the response from a representative from each SDO

The topics were consolidated into 11 areas, which were sorted by the most desired topics appearing at the top of the list. The topic which obtained the most votes was "Investigate the Uptake of PSSS".

MNU said that the Committee would need to discuss and declare what they were going to do over the next 2 years and how much of this work could the group take on simultaneously.

MNU asked the Committee if they had any comments to the priority ranking. GDI asked what was the difference between priority item 2 - Standards Alignment across SDO's and priority item 5 - Formal xSDO Program of Standards Harmonization? JMI and MNU responded that these two items were kept separate because item 2 was to offer the different standards to select from and item 5 was to declare a formal standard as developed by the SDOs.

DNE observed that some of the items were operational and some aspirational, for example PSSS. He voiced his concern about the mix and the efforts that would have to go into capturing this mix. MNU agreed. MNU also added that Signature Events needed to be evaluated, if it should in fact be as low on the list as it appeared.

RST stated that one of objectives in participating in such an event is that it is important that the JIC is seen at a JIC event as not representing a separate body and anyone from the JIC should be encouraged to join and support the JIC. For example, does genomics standard belong in the bio tech or health informatics area? JMI agreed that there are other organizations that are key to this and the success of genomics, as it crosses a number of communities.

MNU requested that the JIC come to the end of this meeting with a final list of priority items.

It was agreed as follows:

Item	Topic	Lead
1	Investigate Uptake of PSSS	JMI
7	Additional Signature Events	RST
10	Establish xSDO Genomic Program	Bron Kisler

2/5	Standards Alignment across SDO's/Formal xSDO Program of Standards Harmonization	WKU (?) EHA (?)

Action 2	Signature Events - MNU to reach out to HIMSS, with a follow up in September.
Action 3	Signature Events - All - The first step is to identify what are the slates and the potential themes - focus on something that is relevant and contemporary to excite the interest.
Action 4	Standards Alignment across SDO's/Formal xSDO Program of Standards Harmonization - All - Important for JIC to harmonize the different standards. Discuss the formulation of a mandate.

6. eStandards Update

RST had not much to share at this point in time but would bring back more to the JIC at the meeting.

Action 5	PST to add eStandards Update to the agenda for the upcoming JIC meeting.

7. SKMT Update

Heather was not present at this meeting but would provide the JIC with some updates from Miranga, during the next JIC meeting.

Action 6	PST to add SKMT Update to the agenda for the upcoming JIC meeting.

8. JIC Secretariat – SNOMED contribution expires 1-Feb-19

MNU informed the JIC that SI support was going to end in Feb 2019. MNU asked if anyone was interested in seeking commitment from their organization to provide future support. RST said that he would ask CEN, but was not sure if they had the capacity.

Action 7	PST to add JIC Secretariat Support Post 1-Feb-19
Action 8	JMI to ask DSW if the Confluence site can be kept available to the JIC post 1-Feb-19

9. F2F JIC Meeting, Salerno, Italy – October 2018

The JIC discussed which would be the best day to hold their meeting in Salerno, Italy. The preference was for Sunday afternoon if Monday was not an option.

Action 9	PST to obtain the preliminary schedule for Salerno from Diana Warner and to share it with the JIC for a final vote on the date/time.

10. New business

MGL had a meeting with the Communications Committee and would have another call with the JIC sub-group. This sub-group is representing the JIC and the focus is on strategy. The objective is to formulate its strategy and present it to the Communications Committee for wider communications. The sub-group

currently consists of 5 members and MGL asked if anyone else is interested in joining. There would be 3 calls between now and October and the outcome would be shared with the JIC, thereafter.

Action 10	PST to assist MGL to schedule a series of meetings starting soon.
Action 11	JMI to set up an area on Confluence for the sub-group.
Action 12	PST to add Communications Committee Report (MGL to lead) to the agenda for the next meeting.

11. Next Meeting and wrap

- <u>Next meeting</u>: Teleconference on 5 September 2018 (20:00-21:00 UTC).

The meeting adjourned at 21:07 UTC