

JIC Executive Meeting
Wednesday 5 September 2018, 20:00-21:00 UTC
Minutes of Meeting

Location: Teleconference

1. Welcome & Apologies

The Chair welcomed the attendees. Apologies were noted from CHA, DNE and DWA.

2. Minutes of last meeting

The minutes from the meeting held on 11 July 2018 were approved.

3. Agenda approval, requests for other/new business

The Chair introduced the agenda and requested any new items, there were none and the agenda was approved.

4. Review of action items from previous meetings -

The Chair reviewed the items on the actions list with the JIC. The Communications items will be covered during the meeting. The Communications Committee has begun the meetings process and one has been held so far. JIC signature events is being followed up as a work program going forward

5. Work program going forward (The Maringa manifesto)

The Chair updated the JIC that ahead of the meeting in Maringa, Brazil, they completed a survey with regards work going forwards and from that the following four items were agreed on. At this meeting the following four work items were decided on, and they are listed below with the proposed lead for each one:

1. Investigate uptake of PSSS (JMI)
2. Additional signature events (RST)
3. Establish cross SDO Genomics program (BKI)
4. Standards alignment across SDOs (HL7 - name tbc)

The Chair also shared a document drafted to give an over view of this items, now referred to as 'The Maringa Manifesto', and the Council approved the wording and authorized secretary to post the document on the JIC website.

Action 1 PST to request the creation of a 'Maringa Manifesto' section on the JIC website and post the overview document there.

The leads proposed for items 1, 2 and 3 were confirmed. WKU confirmed that "someone" from HL7 will lead item 4, and he will discuss with EHA.

Action 2 WKU to confirm the HL7 lead for the "standards alignment across SDOs" work item.

Work on the 4 work items will begin at the JIC face to face meeting in Italy in October 2018 and the Chair requested that each lead convene a meeting between now and the f2f meeting, and prepare a presentation outlining scope, deliverables, resources engaged, etc.

Action 3 Work item leads to hold a meeting of their team to prepare for presentation and discussion in Italy.

BKI noted that he has been asked to convene two cross SDO meetings before October with regards Genomics and that five JIC SDOs will be involved and so can provide the JIC an update on this.

Action 4 BKI to update the JIC on the outcomes of the cross SDO Genomics meetings being held before the October face to face JIC.

6. Personal Connected health Alliance (PCH Alliance) JIC Membership (Decision item)

The Chair informed the JIC that this is a decision item. PCH Alliance has applied for membership of the JIC, and the application has been led by the Vice President Michael Kirwan. The Chair thanked all those who had given feedback on the application and the various questions raised by it.

Concern was expressed as to whether the attendees on the call comprised a quorum to be able to vote. RDH checked during the call and informed the JIC that for a membership to be passed there needs to be five of the eight JIC members voting to approve with no more than two members voting against. It was noted that with the Chair holding a proxy vote for GSI there were enough SDOs present to make the vote.

The JIC discussed in detail of PCH Alliance's application, and it was decided that some details still needed clarification. A motion was presented to accept the PCH Alliance into JIC members, subject to written confirmation as to the designated signatory. RDH agreed to help facilitate the required documentation.

Action 5 PST to add an updated logo banner including the PCH Alliance logo to the JIC website once the membership is confirmed.

TCO proposed that PCH Alliance be accepted for JIC membership, and MGL seconded that motion. There were no votes against and no abstentions. The motion was passed (subject to administrative items noted above).

7. Reducing Clinical Burden Project

This item was postponed to the October meeting due to time restraints. GDI noted that documents had already been circulated for this item and encouraged the JIC to look at these and follow the links within them, ahead of the October meeting.

8. JIC Communications Committee Report

MGL updated the JIC that a meeting of the Communications Committee was held on Tuesday 4 September 2018 and that at the meeting it was decided this group would meet a week before each main JIC meeting. The main communications items and the committee members were decided at the meeting and are as follows:

Work items:

- Creation of a package of JIC communications materials
- Press release boilerplate and releases for PSSS and SKMT/JIC Agreement
- Press releases for IDMP implementation and FHIR Update
- Press release for NCI
- Identify Other Communications and Social Media outlets
- Schedule a Session in Paestum re: Genomics Roadmap and Participants (8)

JIC Communications Committee Members:

- Mike Glickman
- Mike Nusbaum
- Bron Kislser
- Christian Hay
- Catherine Chronaki
- Ed Hammond
- Richard Dixon-Hughes
- Don Newsham

9. eStandards Update

This item was postponed to the October meeting.

10. SKMT Update

This item was postponed to the October meeting.

11. JIC Face to Face Meeting, 21 October, 13:30-16:00 local time - call for agenda items

The agenda has been drafted and shared for this meeting. The carry-over items from this meeting will be added to that draft. The JIC were asked to please inform the Chair of any other items they would like to include on the agenda. WKU agreed to present on Project Gemini, a collaborative effort between HL7/FHIR and IHE.

Action 6 PST to add the items not covered in the September 2018 call on to the October 2018 meeting agenda.

Action 7 JIC to inform MNU of any further items they would like added to the JIC agenda for October 2018.

12. JIC Secretariat post 1 February 2019

The SNOMED International secretariat for the JIC expires on 1 February 2018 and so another organization needs to step in to the role between then and February 2020, when it will be taken over by GS1. The Chair called for any JIC member who would be able to provide this support to please let him know.

Action 8 JIC to inform MNU if their organization can offer secretarial support for the JIC from February 2019 to February 2020.

13. New Business

JMI noted that she is unable to attend the October 2018 face to face meeting due to a clash with a WHO meeting, but will be with DNE the week before the meeting in Vancouver at the SNOMED International Conference, where PSSS is being presented, and will discuss updates for the meeting at that time.

14. Next meeting

Next meeting: Face to face meeting at 13:30 on Sunday 21 October 2018 in Salerno, Italy

15. Adjournment

The meeting adjourned at 21:10 UTC.