AGENDA for JIC Executive Meeting
Wednesday 22nd July 2015

20:00-21:00 UTC

(Please click line above to check UTC against your local time)

Teleconference

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Don Sweete, Chair | Fleur McBriar, Secretary

1. Welcome, roll call, apologies

2. Minutes from previous meetings

   Minutes: https://csfe.aceworkspace.net/sf/go/doc12644

3. Agenda approval, requests for other/new business

4. Review of action items from previous meetings

   Action list: https://csfe.aceworkspace.net/sf/go/doc12556

   Outstanding Actions:
   o 2015-04-19: Update on International Patient Summary [Action: JQU to get an HL7 update on IPS following TSC tomorrow and to circulate]
   o 20150624-01: Updating the Charter [RDH to complete the final document and circulate for final approval. IHTSDO will work to coordinate getting everyone’s signatures].
   o 20150624-05: Trillium Bridge - Advancement of International Patient Summary [DSW to circulate a statement of endorsement by the JIC for electronic approval by the Executives, with 5 working days to review. Council members should also seek to obtain endorsements from their own organizations and send them to CCH directly].

   Other outstanding actions listed as agenda items below...

5. Development of Starter Set

   1. Update on progress
   2. Feedback on Use Case
   3. Next steps – for information and discussion

   Documentation: https://csfe.aceworkspace.net/sf/go/docf4908
6. **JIC involvement in ISO 80003 ballot (update)** ................................................................. LSP
   Documentation: [https://csfe.aceworkspace.net/sf/go/docf4908](https://csfe.aceworkspace.net/sf/go/docf4908)

7. **Unique Device Identifier (UDI)** ..................................................................................... CHA
   Documentation: [https://csfe.aceworkspace.net/sf/go/docf4908](https://csfe.aceworkspace.net/sf/go/docf4908)

   **Please note: This item depends on a member of the HL7 team being in attendance**

8. **New business** .................................................................................................................. DSW

9. **Confirmation of next face-to-face meeting** .................................................................... FMC
   (To be on Thursday 5th November 2015 at 18:00-21:00 local time, during the ISO meeting in Berne, Switzerland).

10. **Next meeting and wrap**
    Next meeting: September 9th 2015 (20:00-21:00 UTC)
    *(Combined August/September meeting earlier in September to avoid clashes)*

Adjourment