

Minutes for JIC Executive Sessions
Bron Kisler (CDISC), Chair
Audrey Dickerson, Secretary
Wednesday, 20 April 2011

CDISC	Becky Kush, Bron Kisler
CEN/TC251	Robert Stegwee, Steve Kay, Melvin Reynolds, Shirin Golyardi
GS1	Christian Hay, Ulrike Kreysa, Henri Barthel
HL7	Chuck Jaffe
IHTSDO	Not represented
ISO/TC215	Don Newsham, Audrey Dickerson
Apologies	Chris Chute, Jane Miller, John Quinn

1. Welcome, agenda approval and minutes
 - a. Agenda approved as proposed.
 - b. Minutes from 24 March 2011 and from 10 February 2011 approved without changes
2. Schedule of Dates for 2011
 - a. Initial discussion on the offer to host a Fall F2F meeting from CDISC on Oct 10-11 in Baltimore Maryland
 - b. Review of other schedule dates for 2011
 - c. Discussion of possible dates from other SDO fall meetings, including possibility of meeting in Salt Lake City. No firm decision was made.

ACTION: Additional discussion to be in Finland.
3. Proposed agenda for JIC face2face in Finland (Wednesday, May 25) attached.
4. **ACTION:** Please see changes in the standardized agenda.
 - a. Current and future work items review
 - b. Issues related to new joint work
 - i) Dose Syntax discussion/presentation in Finland.
 - c. Status Check Joint Work in process (Use Registry for updates)
 - i) BRIDG discussion
 - ii) IDMP update
 - iii) EHR-FM discussion
 - iv) Identification project
 - d. Joint work in Preparation
 - i) DCM - Detailed Clinical Models
 - ii) Data Types Implementation Guide
5. Policy and procedures -table until Finland

- a. Review of current meetings
 - i) Monthly conference call session
 - ii) F2F meetings 2x/yr
 - iii) Open Forum 2x/yr
 - iv) JWG sessions at F2F meetings
- b. Charter changes (in Finland)
 - i) Charter separate from P&P
 - ii) How would suggested P&P be implemented
- c. Implementation guide
 - i) Follow up discussion on slide deck on balloting

6. Topics for JIC Open Forum in Finland

- a. Emerging and developing countries was discussed
- b. Possibility of having Ian Shepherd or other expert from WG 6 discuss the impact of the pharmacy standards developed in the WG.

ACTION: Continue to send suggestions via email to Bron and he will communicate on the topics.

7. JWG Report Discuss agenda if available

- a. Proposed agenda
- b. Action items from meetings

8. Emerging and developing nations >Discuss the Bellagio resolution?

- a. Use of DEVCO resources from ISO
- b. Ideas move forward

9. HIMSS eHealth week in Budapest (May 10-12)

- a. SDO Representation: All of the SDO's have representation except TC 215. Possible representation may be from AHIMA.
- b. Logistics
- c. JIC / SDO logos and sign
- d. Meeting(s) with European Commission

ACTION: Secretary to send logos to Chair. Chair to send additional information to all of the SDOs through the email. Secretary to send request to Rita Scichilone.

10. Emerging and developing countries

- a. Update and steps forward
- b. Use of ISO resources from ISO - these are limited resources and may not cover all travel needs. Mr. Cheburet will only receive air travel cost, not hotels.
- c. Suggestions on how to facilitate EDC experts to come to TC 215 meetings ranged from contacting Donor funding to organizing a more formal response to the need.

ACTION: Chair to work through some ideas for presentation to the experts at the Finland meeting.

11. No Other Business was discussed and meeting was adjourned at 1100am.