IHE International Board Teleconference

Thursday, August 13, 2015

Minutes

I. Call to Order/Roll Call
   A. See roster
      1. Lapo Bertini
      2. Todd Cooper
      3. Didi Davis
      4. John Donnelly
      5. Alexander Ihls
      6. Mary Kennedy
      7. Heinz Lemke
      8. Mike McCoy
      9. Mike Nusbaum
      10. Kevin O'Donnell
      11. Anna Orlova
      12. Charles Parisot
      13. Vladimir Quintero
      14. Joyce Sensmeier
      15. Elliot Sloane
      16. Karen Witting
      17. Non-Voting: Joan McMillen, Jamie Kontos, Chris Carr, Alex Lippitt, Nichole Drye-Mayo

Consent Agenda (9:00-9:05)

II. Review and approve meeting agenda

III. Review and approve previous minutes
   A. 2015-07-09 Minutes

IV. Membership Applications
   A. August 2015 Applications for Review
      1. Croatian Institute of Public Health
      2. eRAD
      3. The Sequoia Project
      4. WV United Health System

V. **Motion**: Approve Consent Agenda. Carried unanimously

Discussion Agenda (9:05-10:30)

VI. National/Regional Applications (9:05-9:10)
- A. All awaiting completion with full list of sponsoring organizations. Have been contacted.
  1. IHE India - no status update
  2. IHE Malaysia - no status update

VII. Board Operations Committee (9:10-9:15)
- A. Republish governance - included DCR006 - DCR008
  1. Redrafted with the change requests
  2. **ACTION:** Publish the revised version of governance document on ihe.net
- B. Observer Form for Face to Face Domain Meetings
  1. Secretary requested feedback on implementing this form for non-committee members to attend domain meetings. Board provided the following recommendations:
     a) Add language to introduction about membership and distinction between members and Observers
     b) Add date of intended meeting and observer organization
     c) Add topic of interest/reason for attending
     d) Restriction is not the goal. Meetings should remain open to observers whenever there are no concerns about intellectual property issues.
     e) Implement on a committee-by-committee basis at the discretion of the co-chairs
- C. Review Action Items List (9:15-9:25)
  1. Important/critical
  2. Closed items this month

- D. Board Elections Calendar (9:25-9:30)
  1. September 2015 - At-Large B : 2 seats nominations
  2. October - At-Large B : 2 seats elections

VIII. Domain Reports (9:30-9:50)
- A. Review Domain Report Schedule
  1. No reports this month
     a) Ahead of schedule
     b) Next up PCC

IX. Global Deployment Coordination Committee (9:50-10:00)
- A. Deployment Committee Reports
  1. IHE Germany National Deployment Report

a) Alexander Ihls presented the report
(1) Added additional secretariat in Sebastian Semmler
(2) Will publish Germany/European success projects for education and promotion
(3) Didi asked: Will the IHE Cookbook be exclusively XDS? How about XCA?
(a) Future versions will be more inclusive, including XCA, XCPD, and describe DICOM email in conjunction with XDR
(4) Dr. Sloane asked: What do you attribute the one member per week growth to?
(a) Despite lack of government support, there are 10 projects occurring to build up hospital networks.
(5) **Motion**: Approve the IHE Germany report as submitted. Carried unanimously.

2. IHE France National Deployment Report
a) Defer until next month when a representative is present

B. Deployment Committee Report Schedule

C. World Summit Discussion
1. Update on t-con with Nicitz to discuss the possibility of holding a summit during eHealth Week
a. Conversations have begun discussing this event with Sean Roberts (?) to move this event forward
b. Make sure we develop a timeline for deliverables and stay ahead on our action items and enough lead time to promote the event
c. (June 8-10, 2016 in Amsterdam)
d. Organized by the Dutch government

X. Testing and Tools Committee (10:00 - 10:05)
A. Issues about strategy of openness of test tools and plans
B. Upcoming Connectathons - Board approved
1. IHE Korea
a) August 24-28, 2015 - Daegu, Korea
2. IHE Japan
a) September 15 - 19, 2015 - Tokyo, Japan
3. IHE Radiation Oncology
a) September 21 - 25, 2015 - Washington, DC
4. IHE Eye Care
a) October 12-16, 2015 - RSNA HQ
C. Upcoming Connectathons - Approval Requests
1. None to report

D. Connectathon Results Reports
    1. 2015 North American Connectathon Results Report
        a) Joyce Sensmeier presented the report
            (1) First time at the Cleveland Convention Center
            (2) 8 Domains represented and several non-IHE additional tests
            (3) Recruited local monitors in the Cleveland area
            (4) Discount for new participants led to an increase in first time participation
            (5) Interoperability Showcase testing had 78 companies participate
            (6) **ACTION**: Joyce to provide the results to the non-IHE testing that occurred to the Board (Health Story Project, Consolidated CDA, and New Directions mobile access testing)
            (7) **Motion**: Approve the IHE North American Connectathon Results report as submitted. Carried unanimously.

    2. IHE Laboratory Analyzer Workflow (LAW) Profile Virtual Connectathon Results Report
        a) Mary Kennedy presented this report
            (1) First virtual testing event
                (a) Had some firewall issues
                (b) IICC was a huge driver of the LAW profile and the virtual event
            (2) Gazelle was used for this testing
            (3) Several people came to the IICC booth to come and watch the presentation
        b) Art Decor - future testing based on demand of CDA based profiles
        c) **Motion**: Approve the Virtual LAW Results report as submitted. Carried unanimously.

XI. Financial Sustainability Work Group (10:05 - 10:15)
    A. Proposed policy for National Deployment Committee membership
        1. Flexibility for new and low/middle-income deployment committees
            a) WG working through each deployment area for payment information and direct contact
    B. Communication Plan
        1. Renewals To Date
        2. Secretary to provide a list to the board of non-renewers
            a) Segment the list by domain/area
            b) Solicit board members to have direct outreach to these past members

(1) Provide language in messages to help with member solicitation

c) Change in the focus of the organization or no means to renew are the two main reasons for non-renewal to date

d) Looking for board support as pioneers and encouraging forces on the new financial model

3. Renewal notices - Sent out in late June
    a) Renew by September 30, 2015
    b) Series of reminder eblasts between now and September 30th

XII. MarCom (10:15-10:20)

A. IHE Summer 2015 Webinar Series

1. No current webinar for Dental or Radiation Oncology domains
2. Asking for any feedback on current year presenters to be sent to the board or to the domain co-chairs committee
3. Webinars are archived and posted on ihe.net

XIII. Casc Update (Lapo) (10:20-10:25) - carry over from July - deferred due to time

A. IHE International Conformity Assessment Scheme, Vol. 2

1. Next meeting is this afternoon
2. Final approval of CasC Vol. 2 on the last call

B. Updates

XIV. Collaborative Activities (10:25-10:30) - carry over from July - deferred due to time

A. Healthcare Standards Integration Working Group (HSI WG)/Joint IHE-HL7 Work Group

1. Continued to meet and the last meeting was during the face to face meeting in Paris
2. John Donnelly reported there has been bi-weekly meetings on the HL7 side and the main focus is to develop an issues tracker
    a) This is the guidance for where are the touchpoints with IHE
    b) **ACTION**: John Donnelly will share the recent version of an issues tracker document to discuss with the DCC
3. Todd Cooper stated that there is fairly decent alignment and that further coordination is needed for collaboration of projects and outreach between the two groups

B. Continua - update on discussions toward MOU

1. Joyce stated that there has been preliminary discussion to update the MOU and this is moving forward

C. IHTSDO - proposed MOU terms

1. renamed SNOMED
2. Tentatively offer to designate a set of SNOMED codes that would be licensed freely for implementers of IHE profiles

a) Continue with the discussion to see what codes will look like
b) Work to be done to establish these codes
c) Establish an MOU in the future

3. IHE AP profiles contain SNOMED codes and this is time sensitive for a few of their profiles
    a) Forward a timeline to Mary Kennedy/AP domain
    b) Relationships not included and just a flat file of codes
    c) AP would be willing to help with the SNOMED MOU development and codes

D. CDISC - J. Sensmeier
1. 1 day face to face meeting at HIMSS in July
2. CDISC labels area as healthcare link
3. Develop an MOU and joint messaging between CDISC and IHE

E. Joint Initiatives Counsel

XV. New Business (10:30) - carry over from July - deferred due to time

A. JIC Revised Charter
B. JIC Operating Rules draft
C. JIC MOU
1. IHE is one of 6-7 SDO's that make up JIC
2. See links below to the JIC charter, operating rules and MOU
3. MOU listed has a request for signature
4. Board to review the JIC documents

D. Meetings with South African Authorities toward forming IHE South Africa - L. Bertini
1. Lapo met with the Board of Founders and CSIR (governing body)
2. Want to create a stable South African IHE organization
    a) South African leaders will organize an IHE workshop with keynote IHE speakers
    b) Also interested in conformity assessment
    c) How can we provide expert speakers for this workshop
        (1) Will bring this discussion item up at the next GDC meeting
    d) **ACTION**: Lapo will send an email to the board with an attached document on interoperability regarding the formation of IHE South Africa
        (1) Federal regulation that describes interoperability requirements that supports IHE

E. European Commission recognition of 27 IHE profiles for acquisition

XVI. Upcoming Meetings

A. Teleconference: Thursday, September 10, 9:00am - 10:30 CT
B. Teleconference: Thursday, October 8, 9:00am - 10:30am CT
C. Teleconference: Thursday, November 12, 9:00am - 10:30am CT
D. Meeting: Wednesday, December 2, 8:00am - 1:00pm CT; RSNA 2015 Annual Meeting; McCormick Place, Chicago
    1. J. McMillen sent out an email with those board members needing assistance with registration and/or housing
        a) Please respond by Friday, September 11th
E. Teleconference: Thursday, December 10, 9:00-10:30am CT

XVII. Wrap-up and Adjournment