

Documentation Work Group
April 11, 2017 Teleconference Minutes
9:00-10:00am CDT/ihe.webex.com

1. Agenda Review
2. Introductions
 - a. Kurt Elliason
 - b. Scott Hadley
 - c. Rob Horn
 - d. Emma Jones
 - e. Mary Jungers
 - f. Francois Macary
 - g. Amit Popat
 - h. John Rhoads, PhD
 - i. John Stamm
 - j. Michael Tan
 - k. Nichole Drye-Mayo
3. Review of [IHE Glossary](#)
 - a. Consolidate duplicate terms
 - b. Action: Nichole send out doodle poll for those interested in resolving glossary conflicts and identifying if we should reference another SDO
4. Preliminary discussion on IHE's adoption of the [SKMT Glossary Tool](#)
 - a. Initial import of IHE's Glossary
 - b. Comparison of IHE Glossary terms to existing SKMT glossary terms (that are the same) - do we consolidate
 - i. Suggest modifications to suit our needs
 - ii. Adopt as is if close enough
 - iii. Ignore and leave ours as is
 - c. IHE adoption of existing terms in the SKMT Glossary (that are not the same as)

- d. Report capability of SKMT Glossary
 - e. Ongoing maintenance of IHE Glossary (via tool/current manual method)
 - f. If we adopt, how do we “publish” IHE Glossary?
 - g. Will learn more with “to be scheduled” meeting with Heather Grain and Andrew Grant (SKMT Tool Experts/Developer)
 - h. Action: If interested in the meeting with Heather Grain and Andrew Grant, send an email to Mary Jungers to be included.
5. Update on CDA Authoring Tools (Art Decor) and impact to publication process
- a. [Doodle poll](#) to schedule next call with Kai Heitmann
 - i. Kai will present Art Decor output examples (PDF, Wiki/HTML) and update on stylesheet
 - ii. Call confirmed for 5/2, 10-11am CDT
6. Update on FHIR Workgroup and impact to current publication process
- a. Calls scheduled monthly (2nd Monday of the month 1-2pm CT)
 - i. [Minutes](#) from first meeting
 - ii. Draft [Charter](#)
 - iii. [Wiki](#) page
 - b. Action: Create wiki page to identify IHE’s FHIR profiles
 - c. Action: Send email to Nichole to be included in this work group.
7. Call Schedule
- a. Every two weeks with goal of having new templates ready for next publication cycle (2018)
 - b. Action: Nichole will send out Webex and calendar invites for 1st and 3rd Monday in May.