**HL7 Mobile Health Work Group**

**Meeting Minutes 2012-06-15**

**Facilitator: Eric Fitzsimmons**

 **Note taker: Nadine Manjaro**

**Attendees:**

* Nadine Manjaro
* Erin Fitzsimmons
* Nancy Wilson-Ramon
* Teresa Garriott
* Gary Dickinson
* Joe Ketcherside
* John Ritter
* Ron Van Duyne
* Tracy
* Gora Datta
* Kevin Poolin
* Jeffery Brandt

**Meeting called to order: 3:07 PM EST.**

Erin reviewed the agenda.

**Approved Meeting Minutes:**

**Agenda:**

1. Approve minutes from last meeting
2. Review Mission and Charter
3. Team to Propose Projects for the Work  Group , suggestions are
	1. Review existing standards related to mobile health and determine where gaps exist
	2. Survey existing international mobile health landscape

Any other ideas??

1. Prepare for HL7 workgroup meetings in Baltimore
2. Volunteer to write article for HL7 newsletter

**Agenda Item 2:**

The team reviewed the latest version of the mHealth Mission and Charter statements. Gary Dickinson emailed proposed language changes to the Charter. The team discussed the changes while revisions were made online by Erin.

Nancy Wilson-Ramon suggested that the proposed list of organizations with which we should build relationships should be more generalized. The group agreed and changes were made accordingly.

John Ritter mentioned that the mHealth Mission and Charter should address the following categories:

1. Patient
2. Provider
3. IT Infrastructure
4. Functions to move information around
5. Governance of mHealth functionality, information, and infrastructure

**Outcome:**

Completed: the team agreed on the proposed Mission and Charter.

Next Steps: Submit the Mission and Charter to Structure and Semantic Design Steering Division, who will then advance it to the Technical Steering Committee (Per John R)

The mHealth Work Group should define the following:

* Who we are
* Areas of focus
* What we intend to do
* Work products

**Agenda Item 3 and 5:**

**Sub Team Work activities – Need to request help of the 50 to 100 people who attended the first two conference calls.**

1. Review existing mHealth standards to determine gaps (Nadine and Theresa volunteered)
2. Request volunteer to write article for HL7 Newsletter. Topics may include:
	1. History: Two conference calls were held to ascertain interest
	2. Two face-to-face meetings at May 2012 HL7 WGM
	3. Interim co-chairs elected
	4. Mission and Charter being drafted
	5. What is “Mobile Health”?
	6. Brief overview of the mHealth marketplace
	7. Focus is worldwide
	8. Opportunities include: x, y, z….
	9. “How can we help?”
	10. See our wiki for agendas, minutes, and other documents
3. Develop mHealth Use Cases (Erin volunteered)
4. List existing mHealth applications and Widgets in a spreadsheet to share with other work groups and the industry. (Need assistance from team members with expertise in gathering this type of information). John proposed:
	1. Information should be categorized – maybe by device types (e.g., Android, Apple, specific conditions)
	2. To increase involvement from folks who may be unable to attend the weekly conference calls, the facilitators of the project should not be required to attend weekly meetings.

**Agenda Item 4:**

Team should define specific activities for the September 2012 Baltimore HL7 Working Group Meeting.

Team needs to schedule meetings with other working groups for the Baltimore meeting, including:

* Healthcare Devices WG
* EHR WG
* Other WG??

**Action Items (Next Meeting)**

* Erin to schedule a call with Chuck Jaffe, CEO of HL7 International
* Erin to follow up with Lillian Bigham (HL7) on reserving room for the Baltimore Conference
* Invite other Mobile Health groups to attend the 2012-06-29 mHealth Work Group meeting

**Agenda for Next Meeting**

1. Approve minutes from last meeting
2. Define who we are, intended focus, work product
3. Team to Propose Projects for the Work  Group , suggestions are
4. Review sub-work group activities
5. Continue planning for Baltimore

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