

## **EST Meeting Minutes for - 16 July 2015**

**Facilitator:** Andy Stechishin

**Scribe:** David Burgess

**Attendees:** David Burgess, Andy Stechishin, Dave Hamill, Laura Mitter, Tamra Kamara, Nat Wong

### **Proposed Agenda Topics:**

1. Agenda review and approval (Suggestions or additions to and acceptance of agenda)
2. Minutes review and approval
  - a. July 2 Minutes
3. T2SD Co-Chair Vote
  - a. Sandra Stuart sole candidate
  - b. Need vote for workgroup health
  - c. Determine the name that will receive a vote from EST
4. Estimate of Work to integrate OHT
  - a. Integration of Subversion repositories and Member system
5. Add page to Tools and resources section
  - a. Name: Ballot Preparation Resources link to DSTU update document
6. EST Strategic Plan - Current Year Targets
7. Risk Register
  - a. Review updates to Wiki and EST Risk Template
8. Project Updates
  - a. Technical Platform and Architecture PSS
9. Website Updates
10. Next Meeting
11. Review of Projects 5 years or older
12. Parking lot for upcoming meetings
  - a. Review combined project roadmap and prioritize

### **Actual Minutes:**

1. Call to Order 4:05pm EST - Roll Call
2. Minutes (Not available – approval moved to next meeting)
3. T3SD Co-Chair Vote
  - Motion to vote for Sandra Stuart – David/Nat Unanimous**
4. Estimate of Work to integrate OHT (Open Health Tools)
  - a. Discussed issues such as:
    1. Constraints in GForge for additional projects and the integration of “subversion” databases into GForge
    2. Effort and resources to do the integration (HL7 staff, OHT staff, who and cost)
    3. Would OHT be treated as a separate workgroup?

4. Would their management system be merged in go-members?
  - b. Group discussed that John Quinn and Karen Van Hentenryck have both been involved in OHT, and would be good resources to answer some of the questions above.
5. Add page to Tools and resources section
  - a. Name: Ballot Preparation Resources link to DSTU update document
  - b. Similar effort for “Electronic Ballot Chart” and another project coming out of the PIC - Dave will research
6. EST Strategic Plan –
  - a. Assigned to David Burgess, no updates
7. Risk Register
  - a. Updates made to EST Risk Template on the wiki.
  - b. Decided to add “Risk Probability” and “Impact” to the template
8. Project updates
  - a. Technical Platform and Architecture PSS – Andy working on
  - b. This has gotten some visibility as has been a talking point at the ARB
  - c. Discussed polling steering division and co-chairs for input, but only once we have the format and information capturing systems in place and piloted.
9. Website Updates
  - a. Laura presently working:
    1. Single sign on, looking for roll out late August
    2. Redesign of resources landing page
    3. Membership page
  - b. Discussed benefits of HL7 providing OAuth as a member benefit
10. Next Meeting – 2:00pm eastern Thursday Liaison Meeting

**Meeting adjourned 5:00pm EST**