

IHE-RO Planning Committee

Monday, July 25, 2011

Conference Call

3:00-4:00pm ET

Attendees:

Ramesh Rengan	Bruce Curran	Akkamma Ravi	Jeff Yue
David Nikolai	Todd Mcnutt	Jatinder Palta	Rishabh Kapoor
Jim Zheng Chang	Nick Linton	Richard Popple	Kevin Riddell
Steven Sutlief	Bridget Koontz	Mark Pepelea	Colin Field
Rene Velasquez	Adam Earwicker	Mary Feng	Marc Mlyn
Zhe Chen	Terry Michaelson	Yan Yu	

ASTRO Staff:

Sidrah Abdul

I. Call to Order

- a. Minutes from the June 25 conference call were approved with edit to Roman Numeral II
- b.
- b. Ramesh Rengan reviewed the action items from the previous minutes.

II. Reports and Updates

a. Use cases for 2010-2011 Development Cycle (Field)

Colin Field reviewed the 2010-2011 development cycle. The Prescription Automation and Structure Templates use cases are still pending standards from IHE. Rishabh Kapoor reported that the TC is continuing work on the Workflow Exchange profile.

b. 2011-2012 Development Cycle (Colin)

- **ACTION:** Sidrah Abdul will send out a poll to re-vote on the top 3 use-cases from the ones that the TC is currently working on in addition to the ones that were voted on by the PC. The results of this will be sent to TC so that they can reassign their priorities.
- There was discussion on creating themes for the use cases in order to streamline the process (i.e. patient safety, clinical efficiency, etc). This will be discussed further at the face-to-face PC meeting in September.
 - It was proposed to develop a subgroup on use case RFP. Akkamma Ravi volunteered. Other interested members to email Sidrah Abdul.

III. Promotional Subcommittee (Ravi/Able/Rengan/Abdul)

- **IHE-RO Draft Flyers:**

- The flyers developed by the Promotional subgroup were discussed. The message was correct, but imagery needs to be improved. Revised flyer will be circulated to committee.
- **IHE-RO Webinars**
 - Two webinars on IHE-RO will be taking place: one for IHE and one from ASTRO on IHE-RO.
 - **ACTION:** Colin Field will be the speaker for the IHE webinar on September 1.
 - **ACTION:** Ramesh Rengan, Akkamma Ravi and Bridget Koontz volunteered for the ASTRO one to take place sometime in early December.
- **FDA Workshop**
 - Dr. Palta updated the committee about progress with the FDA on the ASTRO/IHE-RO FDA Workshop to take place September 9. It will be a 2 hour meeting with FDA staff to discuss how the FDA can benefit from the lessons learned by the IHE-RO initiative.
 - It was suggested to add discussion of a testing laboratory to agenda of workshop.
 - It was suggested to circulate the slides to the committee for suggestions.

IV. Other Business

- a. **ACTION:** There was discussion on formulation of a subgroup (Academic Subgroup) to support research initiatives that stem from the Planning Committee. Goals will be to:
 - i. Come up with a letter of intent for research initiatives through IHE-RO
 - ii. To develop a framework for aid in support of grants submissions.
 - iii. Volunteers to email Sidrah Abdul.

VI. Tentative Future Meetings

Conference Call:

- August 8, 2011 at 3-4pm Eastern Time

Face-to-face Meetings:

- 2011 Connectathon – Sept 12-16, 2011
- PC Meeting- September 11th-12th, 2011
- ASTRO Annual Meeting October 2-6, 2011

V. Adjourn