minutes

Joint Development & Implementation Advisory Workgroup

September 8, 2017
1:00 – 2:00pm ET

Welcome Bill Brand, PHII, Co-Chair	**Roll Call:** Bill Brand (PHII), Judy Merritt (STC), Aaron Bieringer (MN), Brittany Ersery (KS), Warren Williams (CDC), Steve Murchie (Envision), Noam Arzt (HLN), Mandy Harris (Nevada), **AIRA Staff:** Maureen Neary, Mary Beth Kurilo, Nathan Bunker, Brittany Gyer **Absent:** Michael Flynn (NYS), Gerri Yett (Ex-Officio), Therese Hoyle (MI), Gary Wheeler (DXC) The August minutes were approved as presented. - There are three vacancies in the JDI Advisory Workgroup 1 Awardee-Developed program representative opening suggestions: - Damon Ferlazzo (MO) - Oklahoma representative 2 STC program representative openings suggestions: - Jeff McInytre (MS) - Matthew Bobo (AK) - Quan Le (LA) - Roger Aikin (AZ) ❐ **Action Item:** Judy Merritt will review potential STC representatives and send a list to Mary Beth Kurilo.

Smarty Streets Roll-Out Maureen Neary, AIRA	- The first Smarty Streets User Group call took place this month. 7 out of 10 jurisdictions that have signed partner agreements participated on the call. - The group discussed the charter and created a listserv and contact list for peer-to-peer communication outside of meetings. - Participants agreed it was successful. - User group will meet twice a month. - The next meeting will be held on September 20th. - Maryland signed on since last meeting. - Josh Hull was featured in an article in the latest edition of *Snapshots*. - An email campaign will include emailing jurisdictions who have expressed interest in Smarty Streets twice a month. - Nevada, Delaware and Kansas should be signing partner agreements in the near future. ❐ **Action Item:** The JDI Advisory workgroup will coordinate with ESC to share successful Smarty Streets implementation experiences. - Current milestones for Smarty Streets users: - Get connected to Smarty Streets. - Set up a process specific to the jurisdictions. - Clean addresses. - Add clean address back into the system.

minutes

Discussion: Preliminary Project Planning
Bill Brand, PHII, Co-chair
	• JDI's recommendation of the DQA tool will be shared with the AIRA Board at the in-person board meeting in Vermont.
	• AIRA staff suggested creating an additional small group to research, develop, and maintain metadata for vaccination code sets.
	    o This group is needed due the DQA tools applying logic to the HL7 codes.
	    o The vaccine code set validation principles have to be written so they are not limited to the DQA tool and can have multiple implementations.
	        ▪ There is overlap with vaccine specific codes with the vocabulary project. The inter-field validations do not overlap.
	    o Code information is currently kept in an XML file.
	        ▪ The information can be pulled out and put in another form.
	• Immediate next steps include:
	    o Forming a subgroup from JDI
	    o Hire a part-time technical consultant
	    o Meet with the current DQA Management Group
	    o Review and document requirements to date
	    o Gather community input and expand if/as needed
	    o Solicit additional technical developer involvement and management
	    o Craft collaborative development approach
	• Deliverables: the tool, codes, user manual
	• Process deliverables: charter, communication planning, evaluations
	• Governance deliverables: structure and framework document for future IIS to be able to implement the tool
	• ☐ **Action Item:** AIRA staff will discuss vaccine code set validation principles with Stuart Myerburg and Craig Newman.
	• ☐ **Action Item:** AIRA staff will make sure there is clarity and community visibility for how the principles are documented and maintained.
	• ☐ **Action Item:** Email Maureen Neary or Mary Beth Kurilo if interested in joining the DQA subgroup by the end of next week.

Lessons Learned Bill Brand, PHII, Co-Chair	• Flexibility is a key component. • Continually measure and get feedback on finished projects. • There are mixed reviews on the scorecard for project selection. o It was suggested to reduce the length • It is worth taking time to clarify project descriptions and summaries to allow people to make a knowledgeable project selection and answer all questions on the scorecard.
Wrap Up Bill Brand, PHII, Co-Chair	Bill Brand thanked everyone for their participation and the meeting was adjourned.

Next Meeting: October 6th at 1pm ET