

**PDF Healthcare Core Team Meeting**  
**Meeting Minutes**  
*John Colang*

**June 11, 2007**

Call Logistics:

Monday June 11, 2007  
 2:00 PM EST 11:00 AM PST  
 Phone Conference - 1-888-7428686 1-303-9282603  
 Conf ID# 5991077



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**Meeting Minutes June 11 , 2007**

**Committee Chairs:**

Technical Team      John Colang/Steve Waldron  
 PM Group             Rick Benoit/Betsy Fanning/Mel Warfel  
 Security Team        John Calder  
 Marketing Team      Rick Benoit/David Kibbe  
 Authoring Team      John Colang

<b>Attendees:</b> Name	Email	Present
Will Abbott (CVS Pharmacy)	<a href="mailto:JWAbbott@cvs.com">JWAbbott@cvs.com</a>	
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Scott Barclay (CVS Pharmacy)	<a href="mailto:sabarclay@CVS.com">sabarclay@CVS.com</a>	
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Dana Stone (Independent)	<a href="mailto:danastone9@msn.com">danastone9@msn.com</a>	X
Dr. Tom Sullivan (Mass Medical Society)	<a href="mailto:Sullivan@massmed.org">Sullivan@massmed.org</a>	X
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Lory Wood (Good Health Network)	<a href="mailto:Wood@ghnet.us">Wood@ghnet.us</a>	X
Terry Zagar (Northrop Grumman)	<a href="mailto:terry.zagar@ngc.com">terry.zagar@ngc.com</a>	
Zukerman, Alan	Need Alan Z's email again	X

**Meeting Minutes and Agenda:** John Calder moved to approve the agenda, David Kibbe approved. Agenda stands as approved. Deborah Kohn moved to approve the minutes. John Calder seconded the minutes. Stand as approved.

Team has been working on answers to negative ballots. We are close to providing a response to ASTM. Dan Smith will be meeting with the folks who submitted negative votes to see if they can get them to change their minds. Here is the feedback from Dan Smith:

1. We fine tune and reach agreement on the contents of the spreadsheet. We also reach agreement on the redline to the BPG document that indicates the significant changes that will be re-balloted as well as the editorial notes, clarifications, etc.
2. I then can use these documents to email to the negative voters to arrange conference calls. At the end of the conf calls, we can finalize the "not persuasive" ballot as well as the technical ballot that will include only the significant changes. ASTM will issue both ballots simultaneously. AIIM will only need to issue the technical ballot.

John Colang will create a new version of the BPG and send it out to the membership with instructions on how to approve. AIIM needs 15 business days to process the approval. Committee ballots are 15 business days, so we're looking at 30 days of review time.

**Implementation Guide:** John Colang gave an update on the status of the IG. It should be ready for group approval by the end of June. Anatole M. and John Colang have added a lot of rich PDF examples to the guide.

**Proof of Concept Strategy by Edmund Billings:** Draft is in flight. Looking for projects that will help us demonstrate the promise of the PDF Healthcare. John Colang will send Edmund some requests for actual work for Stasia. Alan Zuckerman has asked if anyone has done anything with state specific models of advance directives. Alan Zuckerman can send that request in to Edmund. John asked Edmund if he would be calling for volunteers to help code this up. Edmund mentioned that he and Rick are looking in to support issues currently. Next steps with the Marketing Group: Rick Benoit and Edmund will put together a reference power point for people to use after it's been pilot tested. Rick Benoit will attend the HIMSS conference in San Diego later this month.

**TEPR Update:** Mel gave a report on the TEPR conference from her perspective. The Adobe booth was quite busy due to the presentation sessions the day before. The focus was on creating forms using the CCR. They also showed how DICOM images can be converted to PDF. Majority of the traffic to the Adobe booth was partners. The two sessions went very well, they were very well attended. Standing room only at TEPR, PDF for Healthcare was a big success. After the sessions ended we had people staying behind asking questions. David Kibbe and Steven Waldren had a very good turn out at the CCR session. The spirit of the show seems to have shifted to the standards and the opportunities they present. Steven Waldren commented on the excellent job Lory Wood did demonstrating the benefits of PDF.

Anatole wanted to add that several people asked about the data enabled PDF. A lot of people did not know about the XML side of PDF. It will be very helpful to have the BPG and IG out there to help those who are not as informed.

**New Business:** Rick Benoit mentioned that some of the Intel folks will be taking a sabbatical. There will also be some normal summer vacations from the rest of the group. Mel Warfel will be taking some extended time off as well. John Calder suggested we schedule one last marketing meeting before people take vacations. John Colang mentioned he will try to have both the BPG and the IG in a near end-state as possible to ease the burden on the team in his absence.

Deborah Kahn volunteered to take meeting minutes in John's absence.

### Summary and Next Steps:

#### High Level Milestones & Timelines Remaining Outstanding Tasks

Edmund Billings to begin work on assembling tasks and ideas for our next implementation.	Send your ideas to Edmund	<b>In Process</b>
Complete review of ASTM BPG objections and collate responses	Betsy Fanning and Dan Smith	<b>Complete</b>
Complete Rev 2.0 of the IG	John Colang and Anatole M.	<b>Pending (Hoping for end of month completion date)</b>
Submit IG for general membership peer review	John C. and Anatole M.	<b>June 2007</b>

