

**Network Rave Data Standards Committee  
Meeting**

**Wednesday June 24<sup>th</sup>, 2015**

**Meeting Minutes**

<b>Action Item</b>	<b>Who</b>	<b>By When</b>
Provide an update on NRDS project	Mike Montello	May 20 <sup>th</sup> , 2015
Give a presentation on the NCI integration activities	Ravi Rajaram	May 20 <sup>th</sup> , 2015

**Agenda Topics**

**Introduction of members on the call** – Neesha Desai welcomed the callers to the meeting and thanked them for all their participation in the working group so far.

**Project Status (Mike Montello)** – Mike Montello gave an update on the Policy Governance, Training and Communication, and the Content Working Group. Mike expressed that the group has figured out most of the issues but not all. He let the working groups now he felt like the scope for each WG was better defined and each group knows what to do now.

- The Policy/Governance and Training/Communication working groups will now meet monthly.
- The Content WG formally agreed to start with the 19 caAERS forms as their first deliverable.
- The Policy/Governance WG added additional guiding principles.
- The Training/Communication WG drafted the first NRDS Newsletter to give high level project updates to a larger audience outside the NRDS Project Stakeholders.

**Attendance:**

<b>Name</b>	<b>Affiliation</b>
Katie Allen Ziegler	Alliance
Shauna Hillman	Alliance
Dianne Reeves	Center for Biomedical Informatics and Information Technology (CBIIT)
Brian Campbell	Central IRB Initiative, NCI
Smita Subramanian	Children's Oncology Group (COG)
Steven Jong	COG
Mike Montello	CTEP
Walt Lee	Medidata
Lisa Mcshane	NCI
Vanita Patel	NRG
Brenda Maeske	SAIC
Gwen Deen	SAIC
Zarana Patel	Theradex
Peter Clark	Theradex