

Network Rave Data Standards Committee Meeting

Wednesday September 23rd, 2015

Meeting Minutes

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.

NRDS Project Update – Neesha Desai provided an update on the Policy Governance (have not had any meetings since the July NRDS Committee meeting), Training and Communication, and the Content Working Groups (WG) (available on the presentation).

Discussion

- Shauna: Does this addendum (for the Content WG) have additional items?
 - Dianne: No, they are references/pulling from other forms, like height and weight. We discussed this in the work group, we are not looking at all of the vital signs but there are elements used in the AE integration that we want to review.

Voting Guidelines – Neesha Desai gave an overview of the proposed NRDS voting process. This overview included the stakeholders, review timeframe, communication, actual voting options, how to handle feedback and no vote, and how the summary of votes will occur. She did express the goal to have feedback from all organizations. Neesha also discussed the petition for non-adherence. Once we agree on the standard, this will be what is used moving forward.

Discussion

- Peter Clark: This notes that you need 50% approval and you get 1 yes, 1 no, and 2 no-votes, how would you handle that?
 - Ginger: This would be re-visited for additional discussion because it would not be really accepted.
 - Mike: This will be done in public and feedback is always accepted.
- Shauna; I have received comments from people in the Alliance and I am trying to combine them all and provide useful feedback for a final decision. The AE, SAE, and Style Guide are different topics, are we looking to accept/reject the entire proposal or are we doing this in separate parts.
- Neesha: If you have any accept/reject or comments, for each element, that is what we are looking for. We are not looking for an accept/reject for the whole proposal.
- Mike: Who are the voting members?
 - Dianne/Neesha: There are 7 organizations, Alliance, COG, ECOG-ACRIN, NCIC-CTG, NRG, SWOG, Theradex (ETCTN)
- Ginger: Not all of the working groups have full representation because some declined to participate but we would still follow-up offline for potential engagement.

Attendance:

Name	Affiliation
Shauna Hillman	Alliance
Dianne Reeves	Center for Biomedical Informatics and Information Technology (CBIIT)
Brian Campbell	Central IRB Initiative, NCI
Steven Jong	COG
Mike Montello	CTEP
Judith Manola	Eastern Cooperative Oncology Group-American College of Radiology's Imaging Network (ECOG-ACRIN)
Tina Taylor	ECOG-ACRIN
Ben Herman	ECOG-ACRIN
Neesha Desai	Essex Management
Christina Warmington	Essex Management
Walt Lee	Medidata
Michael Sachs	NCI
Dora Nomikos	NCIC
Vanita Patel	NRG
Jennifer Thomas	NRG
Brenda Maeske	SAIC
Gwen Deen	SAIC
Cathy Rankin	SWOG
Diana Vulih	Theradex
Zarana Patel	Theradex
Peter Clark	Theradex
Ginger Riley	Westat