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MINUTES
DICOM WG-29, Education, Communications & Outreach
WGM HL7, San Antonio, TX

Date and Time Wednesday, January 16, 2019
 9:00 – 12:30 US CT <Q1 & Q2>

Presiding Officers Jeroen Medema, Philips, Industry Co-Chair
 Lawrence Tarbox, User Co-chair

DICOM Secretariat: Luiza Kowalczyk, Senior Manager, MITA/DICOM

Present	First Name	Last Name	Organization	Voting Status
P	Brad	Genereaux	Agfa HealthCare	Voting
	Charles	Kahn	American College of Radiology 3	Voting
	James	Philbin	American College of Radiology 4	Voting
	Veeratrishul	Allareddy	American Dental Association	Voting
	Emmanuel	Cordonnier	b<>com	Voting
P	Kevin	O'Donnell	Canon Medical Research USA, Inc.	Voting
	Marita	Bergmann	Carl Zeiss Meditec AG	Observer
	Jia	Zheng	Center for Medical Device Standardization Administration,CFDA	Voting
	Kinson	Ho	Change Healthcare	Observer
P	Elliot	Silver	Change Healthcare	Voting
	Jianming	Qu	China Institute for Medical Imaging & Communication Stds.(CIMICS)	Voting
	Peter	Mildenberger	European Society of Radiology (ESR)	Voting
	Robert	Horn	Fairhaven Technologies	Observer
	Masao	Murata	FUJIFILM Corporation	Observer
	Ike	Addo	GAFMS	Observer
	Yongjian	Bao	GE Healthcare	Alt. Voting
	Charles	Parisot	GE Healthcare	Voting
	Zhuohui	Sun	GE Healthcare	Observer
	Francisco	Sureda	GE Healthcare	Alt. Voting
	Zhanfeng	Xing	GE Healthcare	Observer
	Arnaud	De Kelper	Hologic Inc.	Observer
P	Reinhard	Egelkraut	HL7 Austria	Observer
	Li	Linge	IHE China	Observer

	Clive	Daniell	In2pacs	Observer
	Akihiro	Yomoda	JIRA	Voting
	Minoru	Kawamata	JSRT	Alt. Voting
	Hiroshi	Sakamoto	JSRT	Voting
	Takumi	Tanikawa	JSRT	Observer
	Thomas	Guiot	Jules Bordet Institute	Observer
	Hee-Joung	Kim	Korean PACS Standards Committee	Voting
	Harry	Solomon	Laitek	Observer
	Fred	Behlen	Laitek Inc.	Voting
	Peyman	Najmabadi	Leica Biosystems Inc.	Observer
	Dave	Toomey	Leica Biosystems Inc.	Voting
	Thomas	Freier	medavis GmbH	Observer
	Qian	Wang	Medical Connections Ltd.	Observer
	Jacques	Fauquex	Mega Informatica Ltd	Observer
P	Luiza	Kowalczyk	MITA	Observer
PH	Lisa	Spellman	MITA	Observer
	Yueh-Hsun	Shih	National Yang Ming University	Observer
	Michael	Onken	Open Connections GmbH	Observer
	Herman	Oosterwijk	OTECH, Inc.	Observer
	Wim	Corbijn van Willenswaard	Philips	Alt. Voting
	Ge	Xin	Philips	Observer
	Lisson	Zhang	Philips	Observer
P	Jeroen	Medema	Philips Intellectual Property and Standards	Voting
	David	Clunie	PixelMed Publishing	Voting
	Win	Swarr	QualiTest Group	Observer
P	Chris	Carr	Radiological Society of North America	Observer
	Stefan	Boman	RaySearch Laboratories AB	Observer
	Michael	Owens	RefleXion Medical	Observer
	Angeline	Cosca	Sdmi	Observer
	Andreas	Klingler	Siemens Healthcare GmbH	Voting
	Björn	Nolte	Siemens Healthcare GmbH	Alt. Voting
P	Diana	Ovelgoenne	Siemens Healthcare GmbH	Observer
	Antje	Schroeder	Siemens Healthcare GmbH	Alt. Voting
	Joel	Chabriaïs	Société Française de Radiologie	Observer
	Stephen	Vastagh	Standards Management Company	Observer
PH	Lawrence	Tarbox	University of Arkansas for Medical Sciences	Voting
	Haley	Clark	University of British Columbia/British Columbia Cancer Agency	Observer
	Allison	Zwingenberger	University of California, Davis	Observer
P	Jonathan	Whitby	Vital Images, Inc.	Alt. Voting
	Liam	Caffery		Observer

	Arianna	Sunbear		Observer
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Meeting folder: <ftp://medical.nema.org/MEDICAL/Private/DICOM/workgrps/WG29/2019/2019-01-16/>

1. Opening

- 1.1. The meeting was called to order at 9:00 Central Time Zone.
- 1.2. Roll call was completed.
- 1.3. Antitrust and patent guidelines were reviewed.
- 1.4. The agenda was reviewed and approved.
 - The group agreed to join SIIM call at 10:00 a.m.
- 1.5. Minutes from September 25th 2018 were approved with 2 editorial tweaks:
 - Correct the numbering.
 - Remove the following part :

“New Business” - See the last page of this document for the action items from WG-10 meeting 2018-09-25

2. Action Items Tracker – Jira

- The JIRA application software was presented at the meeting. We will try to use JIRA for tracking action items : <https://dicomstandard.atlassian.net/secure/Dashboard.jspa>
- So far, there have been created 3 “projects” to track action items of the following groups:
 - DICOM WG-10-Action Items
 - DICOM WG-29- Action Items
 - DICOM Website
 - DSC-Action Items
- The goal is to keep action items in one place, improve communication and be more efficient at completing tasks.
- Remark: Keep the titles short in JIRA

<Action 1> Schedule a joint t-con between WG-06 Base Standard and WG-29 ECO on tooling (especially CP process) – Luiza

<Action 2> Compile a list of requirements for new DICOM tooling-Brad

<Action 3> Schedule a WG-29 ECO t-con suitable for people located in Asia countries and regions.

- We will go over their presentations and training program.

3. DICOM Educational Conference, Bangkok, Thailand, 2019

- The next DICOM Educational Conference will be held in Bangkok, Thailand.

Secretary Note: Since there is a scheduling conflict with the week of September 23, we needed to move DICOM meetings and conference one week later, Monday-Friday, Sept 30 – October 4, 2019.

A major AI imaging conference is being held 22-24 Sept 2018 that involves several of our DICOM experts

CMIMI 2019

September 22-23, 2019 | Austin Hilton Hotel | Austin, TX

<https://siim.org/page/2019cmimi>

4. Conference Opportunities Tracking

https://docs.google.com/spreadsheets/d/1mlaUtA_tm-mur1aMX_zVekeb_gM1MZathrJ-TEOrAyl/edit?usp=sharing

<Action 4> Post this sheet in JIRA-Luiza

5. DICOM documents recently updated

<https://docs.google.com/spreadsheets/d/1y5mY8CcBE9BduJ9HRwFGZskAwQSmQFWkKQLcTO8a5J4/edit#gid=0>

<Action 5> Post this sheet in JIRA-Luiza

6. DICOM Website

- Went over recent updates on the website. It is an ongoing project.
- Let's keep in mind that Brad's cheat-sheet on DICOMweb is a big benefit for DICOM folks.
 - <https://www.dicomstandard.org/dicomweb-cheatsheet/>

<Action 6> Post responses to public comments on the [DICOM website](#)-Luiza

<Action 7> Tagging in the WordPress (presentations, articles and ect)-Luiza

<Action 8> Check on copy rights of DICOM website. Should it be MITA or NEMA? –DICOM Secretariat

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7. DICOM Newsflash and editorial calendar- Communications & Outreach

- Lisa went over the following documents:
 - 2018_DICOM Media Report_v1.0.docx
 - 2019_DICOM Communications Plan Overview_v1.0.docx
 - DICOM Submissions to MITA Minute Tracking Master.xlsx
- We need to find out the followings:
 - What is our primary message?
 - Who is our audience?
 - Does content of the message hit the target?

<Action 9> Send a survey on DICOM Newsflash to DICOM Community-Lisa

8. Minutes of DICOM WG-20 II/HL7 – January 14-17, 2019, San Antonio, TX

- <https://confluence.hl7.org/display/IMIN/2019-01+WGM>
- <https://www.dicomstandard.org/wgs/>
 - <http://dicom.nema.org/Dicom/minutes/WG-20/2019/>

9. Old Business

- None

10. New Business

- None

11. Next Meetings F2F

- Teleconferences: <http://workspaces.nema.org/dicom/Lists/Calendar/calendar.aspx>
 - Tuesday, February 12, 2019, 10:30-11:30 US ET
 - Tuesday, March 19, 2019, 10:30-11:30 US ET
- In-person

Spring 2019

4-5 April 2019, Rennes, France

- DICOM WG-10 & WG-29 - Thursday, April 4, 2019, 9:00-17:00 local time <wg-10 and then wg-29>
- DSC - Friday, April 5, 2019, 9:00 a.m. – 17:00 local time

Secretary Notes: The Outlook invitation with all the meeting logistics was sent out few weeks ago. Please email me (Luiza K) if you can't find it ☺.

Note that the IHE European Connectathon is the week following.

IHE Connectathon Europe 2019: 8-12 April 2019 - <https://connectathon.ihe-europe.net/calendar>

Save the Date for the next connectivity test marathon! The **19th European Connectathon** will take place in **Rennes, France** from **8-12 April 2019**.

Fall 2019, Bangkok, Thailand

Monday-Friday, September 30 – October 4, 2019

- DICOM WG-10 – Monday, September 30, 2019, 9:00-17:00 local time
- DICOM WG-29 – Tuesday, October 1, 2019 , 9:00-17:00 local time
- DICOM Standard Committee - Wednesday, October 2, 2019 , 9:00-17:00 local time
- DICOM Conference- Thursday-Friday, October 2-3, 2019,

Secretary Note: DICOM Conference, typically starts between 8:30 and 9:00, and ends around 17:00 on Day 1, and perhaps around 15:00 on Day 2.

12. WG-29 Adjournment

The meeting adjourned at 12:30 local time.

Report prepared by Luiza Kowalczyk, DICOM Secretariat

Report reviewed by NEMA/MITA legal counsel: CRS, February 6, 2019.