



Secretariat: MITA/NEMA
[1300 North 17th Street, Suite 900](http://www.dicomstandard.org/)
[Arlington, VA 22209, USA](http://www.dicomstandard.org/)
<http://www.dicomstandard.org/>
dicom@dicomstandard.org

MINUTES

Brachytherapy Subgroup of DICOM WORKING GROUP SEVEN (Radiotherapy)

Date and time: Friday, December 18, 2020 | 8:00-10:00 US ET

Presiding Officer: Yury Niatsetski, Elekta

Secretary: Shayna Knazik, DICOM/MITA

<u>Voting Members Present</u>	<u>Represented by</u>
DICOM/MITA	Shayna Knazik
Elekta	Yury Niatsetski
Philips	Roelof Feikema
Varian	Kevin Spetz

<u>Voting Members Not Present</u>	<u>Represented by</u>
*AAPM	Walter Bosch
AAPM	Yulong Yan
*Brainlab	Christof Schadt
*MISAT	Jack Hsiao

*Not present at two consecutive meetings and therefore not counted for quorum during this tcon

Alternate Voting Members, Observers, Guests Present

AAPM	Bruce Curran, Observer
Elekta	Jim Percy, Alt. Voting
Varian	Michael Fabrizio, Observer
Varian	Kari Jyrkkälä, Alt. Voting

1. Opening

- Welcome and roll call: the teleconference was called to order and a quorum was present.
- Antitrust and patent rules: DICOM antitrust and patent statement was reviewed.
- Agenda review and approval: the agenda was reviewed and approved.
- Approval of minutes from 2020-11-05: the minutes were reviewed and approved.

2. Use of Microsoft Teams for WG-07 and subgroups

- The group discussed the use of Teams instead of GotoMeeting. Jim showed the group the platform, how to access files, and how to switch from different organization's Teams channels. Most reported that they use Teams the most and GTM the least, so it was agreed to test the Teams video conferencing for the next call. Members are encouraged to reach out to Shayna if there are any issues accessing Teams.
 - **Action:** Shayna to schedule the next call as a Teams meeting.
- 3. Review of the IHE-RO TPPC Brachy Document, version 2.12**
 - The group reviewed the RT dose Profile from IHE-RO and discussed brachy-specific items.
 - 4. Old/New Business:** none at this time.
 - 5. Next Tcon**
 - **Action:** Shayna to schedule next call (as a Teams call) on January 29, 2021 from 8-10am US ET.
 - 6. Adjournment:** the call was adjourned at 10:00am US ET.

Prepared and submitted by Shayna Knazik

Reviewed by Counsel 8/2/21