



PMIX Executive Committee

Date/time: Wednesday, June 23rd at 12-1p ET (11a-12p CT, 10-11a MT, 9-10a PT)
Meeting Link: [Microsoft Teams](#) **Dial-in:** 850-739-6261 **Meeting ID:** 307546825#

Conference Call Attendance

Region	Voting Members:				Alternate Member:	
	Attendance:		Attendance:		Attendance:	
North	Kevin Borchert (NE)	Y	Haley Winans (MI)	Y	Chad Garner (OH)	Y
East	Jason Slavoski (DE)	Y	Stan Murzynski (PA)	Y	Scott Szalkiewicz (CT)	Y
South	Jean Hall (KY)	Y	Vacant		Jamie Turpin (AR)	
West	Tina Farales (CA)		Darla Zarley (NV)	Y	Vacant	

Federal:	Name:	Attendance:
Bureau of Justice Assistance	Rebecca Rose	
Executive Committee Support:		
PDMP TTAC, IIR	Jim Giglio	
PDMP TTAC, IIR	Patrick Knue	Y
Guests:		

Conference Call Agenda/Minutes

➤ Roll Call

Quorum Achieved.

➤ Approval of Minutes from 05-05-2021

Motioned by Chad Garner (OH)

Seconded by Darla Zarley (NV)

Haley Winans (MI) abstained

Minutes Approved unanimously

➤ Subcommittee Updates – Minutes Review

- Operations Subcommittee – Kevin Borchert (NE)

Kevin updated. Group is still going over goal 1 (identify functionality for data sharing hubs). Voted to forward specific items to the executive committee for review which include:

- expanded audit trail for better user tracking (delegates will be tied to master account). Meta data will include both delegate and master account information.

- interoperability between hubs (motion to bring in technical and business people to see what interoperability between hubs would mean) (try to better understand in laymen's terms.) Next step is to bring in technical committee

- Robust data security for information (more discussion is needed.)

- Improve capabilities for audit trail information (consensus was not achieved, but a presentation is being discussed to help identify what audits are currently reviewed.)

Jean reviewed the two motions made by the operations committee.

- Expand current schema to improve audit trails to track request to requestor and/or master account level (if delegate made request) as a part of the standard Technical Architecture Subcommittee

- Chad commented that now is the time to do this since this standard to committee

- Chad seconds

- Jason stated that this is a substantial change and feels that this motion changes the schema and not to explore.
 - Jean stated that this motion is not to expand, but to explore.
 - Chad stated that this does not need an actual motion, because it is already open.
 - Chad rescinds his seconding of a motion.
 - But everyone agrees to add via messenger vote.
- Convene a cross section of technical and business people to discuss in more detail what interoperability between hubs would mean.
 - Kevin and Jean feel that this is a good idea to get these people together to discuss further to
 - 5 out of 7 agreed via messenger vote and A hand vote
 - Jason wants to verify that everyone who is hand voting is a voting member
 - Jean ask who the group should include
 - Hub Vendors
 - Business people
 - (Jason) Legal
 - Kevin, Tina and Jason would like to be involved as well.

Technical Architecture committee

The chair is no longer with his state, but they have a co-chair, who was not there, but Jean left the meeting. The group discussed hub to hub interoperability and talk pros- and cons. A diagram that goes of payload, and security between interoperability

State health systems and challenges and opportunities. The Integration partners also spoke and discussed the idea of a “guide to states document”. They made a motion to executive committee to make recommendation to create a resource guide.

3 of 7 liked via messenger hand raise.

Stan gave an example of how that may be helpful

Jason does not feel that this document is in PMIX committee

Jean asked if TTAC could do it.

Pat said yes, but the issue is that TTAC does not get as much feedback as what PMIX would get

Scott is worried the more information he replicates,

Jean suggested that these documents may just point to where the information specifically is.

The group will just circle back

Scott is very adamant about not creating these documents to because it provides the vendor too much control.

Standards compliance

Chad had no updates.

➤ Standards Proposals

- Chad had updates to propose
- Jean Schema validation issues.
 - Appriss ran the entire package in a schema validation tool.
 - Tom Carlson found issue causing it to fail (due to space issue)
 - Jean will forward to committee and vendors
- Chad's recommendations
 - Meta data schema that already exists
 - Pending alternate metadata schema
 - Suggestion (remove both schemas and come up with a word document that just covers the fields that should be present in the schema so that it is easier to implement by the hubs.)
- Jean asked for a motion to send the current alternate metadata schema and current metadata schema along with the standards proposal document for review and recommendation
 - Chad made the motion.
 - Jason seconds
 - No discussion
 - Motion pass 6 of 7 (via hand raise) (carries unanimously)
 - Jean discussed the vendor meeting that reviewed this document. The questions from the vendor will be included.
 - Jean and Chad discussed that a guidance document should also be created to help to help transition between the schemas. Also Chads document will need to be updated

➤ Other Business

- Committee Vacancies
- A south meeting.
 - Jamie Turpin is moved from Alternate to a voting member. Depris has expressed interest. Jean asked the group their feelings of Depris taking the alternate position.
 - The group agreed to invite Depris into the alternate.
- A west region needs to be discussion
- Annual Meeting
 - Meeting must occur before the end of September
 - Virtual meeting must occur (IIR is not allowing travel)
 - Pat will get a meeting with leadership.

➤ Next Meeting: Wednesday, July 28th at 12-1p ET

➤ Action Items