



**X12N TGC WG3 Solution Development Work Group  
January 26 – 30, 2020  
Portland, OR**

<b>Group Leadership</b>			
<b>Chair Name</b>	<b>Company</b>	<b>Term End Date</b>	<b>Email</b>
Kelly Butler	Aetna	Summer 2021	butlerk5@aetna.com
Cindy Fiore	UnitedHealth Group	Summer 2020	Cynthia_Fiore@optum.com
<b>Secretary Name</b>	<b>Company</b>	<b>Term End Date</b>	<b>Email</b>
Cindy Fiore		Appointed Thru Fall 2020	

<b>Quorum Requirement Statement</b>	
<i>This group enforces quorum requirements for group voting items.</i>	
<i>This group does not enforce quorum requirements for group voting items.</i>	X

<b>Scheduled Meetings</b>				
<b>Type of Meeting</b>	<b>Date</b>	<b>Location/Conference Call</b>	<b>Contact</b>	<b>Agenda</b>
<b>Current Meeting</b>	Jan. 26-30, 2020	Hilton Portland & Executive Tower 921 SW 6th Ave. Portland, OR 97204 (503) 226-1611		•
<b>Next Standing Meeting</b>	May 31 – June 4, 2020	Hyatt Regency Jacksonville Riverfront 225 E Coastline Dr. Jacksonville, FL 32202 (904) 588-1234		•
<b>Interim Meeting</b>				•
<b>Management Meeting</b>	NA			•



<b>Co-chair Election</b>	<b>Term End</b>	<b>Election Date:</b> Click or tap to enter a date.			
NONE					
<b>Nomination</b>					
	<b>Candidate(s)</b>				
	<b>Motion</b>				
<b>Vote</b>	<b>Motion Made by</b>	<b>2<sup>nd</sup> By</b>	<b>Approve</b>	<b>Disapprove</b>	<b>Abstain</b>
<b>Election</b>					
	<b>Motion</b>				
<b>Vote</b>	<b>Motion Made by</b>	<b>2<sup>nd</sup> By</b>	<b>Approve</b>	<b>Disapprove</b>	<b>Abstain</b>
<b>Election Results</b>					

<b>Voting Item:</b>		<b>Vote Date:</b> Click or tap to enter a date.			
<b>Type</b>	<b>Issue Description</b>				
Choose an item.	Review the Fall 2019 WG3 minutes				
	<b>Motion</b>				
	Motion to approve the minutes from the Fall 2019 Standing Meeting.				
<b>Vote</b>	<b>Motion Made by</b>	<b>2<sup>nd</sup> By</b>	<b>Approve</b>	<b>Disapprove</b>	<b>Abstain</b>
	Stacey Barber	Heather	3	0	0
<b>Discussion</b>					
<b>Result</b>	Approved				

<b>Key Discussion Items</b>
<b>Discussion 01/28/2020</b>
<p>Stacey made a motion to review the minutes from the Fall 2020 minutes. Heather Seconded. 3 Approve , 0 Disapprove and Abstain – 0</p> <p>BRTS tracking spreadsheet was reviewed for unassigned change requests awaiting technical solutions</p> <p>OPEN BRTS's for WG1 is 24. Heather will reach out to TGB to get volunteers for BRTS Technical Solutions. B1 Volunteers provided by Laurie: Sandra Jamison Pranav R Shah</p> <p>Reached out to Kelly for links to the training documentation:</p>



- TGC/WG3/Work Group Documents/ 'Guiding Principles for Developing Technical Solutions.docx'
- X12N Documentation Library/Product Development/ 'Change Management Process Check List.xlsx'
- X12N Documentation Library/Product Development/ 'Change Management Process.pdf'
- X12N Documentation Library/Product Development/ 'Technical Solution Principles.pdf'

Recess the meeting.

**Decisions 01/29/2020**

Wednesday

Schedule an election for Summer 2020 for Cindy's co-chair position  
Completed Technical solution for CR1879, forwarded the document to Heather.

**Discussion 01/30/2020**

Thursday

Cross Group activity with WG1, assigned 14 BRTS technical solutions.

**Decisions**

**Discussion**

**Decisions**

**Discussion**

**Decisions**

**Informational Forum or Joint Meeting Notes:**

**Topic**

**Date:** Click or tap to enter a date.

**Notes**