X12N Insurance Subcommittee
June 26-30, 2022
San Antonio, TX

Group Leadership

<table>
<thead>
<tr>
<th>Chair Name</th>
<th>Company</th>
<th>Term End Date</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tara Rose</td>
<td>Optum/UHC</td>
<td>Winter 2023</td>
<td><a href="mailto:Rose.tara@optum.com">Rose.tara@optum.com</a></td>
</tr>
<tr>
<td>Michelle Barry</td>
<td>Availity</td>
<td>Winter 2023</td>
<td><a href="mailto:Cara.barry@availity.com">Cara.barry@availity.com</a> or</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><a href="mailto:michelle.barry@availty.com">michelle.barry@availty.com</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Secretary Name</th>
<th>Company</th>
<th>Term End Date</th>
<th>Email</th>
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</thead>
<tbody>
<tr>
<td>Gail Kocher</td>
<td>BCBSA</td>
<td>Appointed (Thru Winter 2023)</td>
<td><a href="mailto:Gail.kocher@bcbsa.com">Gail.kocher@bcbsa.com</a></td>
</tr>
</tbody>
</table>

Quorum Requirement Statement

This group enforces quorum requirements for group voting items.

This group does not enforce quorum requirements for group voting items.

Scheduled Meetings

<table>
<thead>
<tr>
<th>Type of Meeting</th>
<th>Date</th>
<th>Location/Conference Call</th>
<th>Contact</th>
<th>Agenda</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Meeting</td>
<td>June 26-30, 2022</td>
<td>Hyatt Regency San Antonio Riverwalk 123 Losoya St. San Antonio, TX 78205 (210) 222-1234</td>
<td></td>
<td>• Task Group and Liaison Updates • No voting items for this meeting • MR workflow review</td>
</tr>
<tr>
<td>Next Standing Meeting</td>
<td>Sept. 18-22, 2022</td>
<td>Hyatt Regency Jacksonville Riverfront 225 E Coastline Dr. Jacksonville, FL 32202 (904) 588-1234</td>
<td></td>
<td>• TBD</td>
</tr>
<tr>
<td>Interim Meeting</td>
<td>N/A</td>
<td></td>
<td></td>
<td>•</td>
</tr>
<tr>
<td>Management Meeting</td>
<td>Bi-weekly</td>
<td>X12N Management <a href="https://global.gotomeeting.com/join/536997733">https://global.gotomeeting.com/join/536997733</a></td>
<td></td>
<td>• Task Group and Liaison Updates • RFI review and discussions • Housekeeping items • New business</td>
</tr>
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</table>
### Co-chair Election

<table>
<thead>
<tr>
<th>Term End</th>
<th>Election Date: Click or tap to enter a date.</th>
</tr>
</thead>
</table>

#### Nomination

| Candidate(s) | No elections held |

#### Motion

<table>
<thead>
<tr>
<th>Vote</th>
<th>Motion Made by</th>
<th>2nd By</th>
<th>Approve</th>
<th>Disapprove</th>
<th>Abstain</th>
</tr>
</thead>
</table>

### Election

#### Motion

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<th>Abstain</th>
</tr>
</thead>
</table>

### Election Results

#### Voting Item:

<table>
<thead>
<tr>
<th>Vote Date: Click or tap to enter a date.</th>
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</table>

#### Type

| Choose an item. | No voting items |

#### Motion

<table>
<thead>
<tr>
<th>Vote</th>
<th>Motion Made by</th>
<th>2nd By</th>
<th>Approve</th>
<th>Disapprove</th>
<th>Abstain</th>
</tr>
</thead>
</table>

### Discussion Result

#### Key Discussion Items

- **Discussion**
  - Task Group and Liaison Report In

- **Decisions**
  - Presentations attached in Appendix A

- **Discussion**
  - Maintenance Report (MR) Workflow Review

- **Decisions**
  - Presentation attached in Appendix B

- **Discussion**
  - Task Group and Liaison Report Out

- **Decisions**
  - Presentation attached in Appendix A

- **Discussion**
### Decisions

<table>
<thead>
<tr>
<th>Topic</th>
<th>Notes</th>
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</thead>
</table>

### Informational Forum or Joint Meeting Notes:

<table>
<thead>
<tr>
<th>Topic</th>
<th>Date: 7/27/2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Licensing Partner PoC meeting</td>
<td></td>
</tr>
<tr>
<td>Notes</td>
<td></td>
</tr>
</tbody>
</table>
Detail Minutes for Internal Group Collaboration Space Posting Only

Monday, 6/25/2022
X12N Full Subcommittee

Call Meeting to Order
- The meeting was called to order by Tara Rose at 9 AM CT

Introductions & First Time Attendees
- Introductions
  - Tara Rose, X12N Chair, Michelle Barry, X12N Vice Chair, and Gail Kocher, X12N Secretary
- First Time Attendees welcomed
  - There were several First Time Attendees. Michelle and I spent times with all of them throughout the week.

Antitrust Policy, Recording, Photography, Screen Capture Policies read by Gail Kocher

Activities & Milestones
- MR Process
  - MR Workflow complete
  - MR workflow BETA kicked off (MR244)
  - X12N specific MR Workflow Suggestion feedback form added to X12.org/feedback
- Consistency Suggestion added in Forms for Harmonization suggestions

Logistics
- Room block – asked that attendees reach out to support to ensure they are part of the X12 room block
- Session tracking – download the schedule at X12.org or use Guidebook
- Guidebook – please only download to one device and MySchedule is a popular functionality for member reps
- MRs
  - No ballots during standing
  - MRs completed during standing will go out for a 14-calendar day X12N comment period on 7/11
  - Approved MRs will go to TAS in August 2022

Report Ins
- See Appendix A

Tuesday, 6/26/2022
Review of X12N MR Workflow

Called meeting to order
- Called to order by Tara Rose at 10 AM CT
- Full meeting presentation in Appendix B

Socialized new acronyms related to the X12N MR Workflow

ARC Workflow review
Transitional MR Workflow review (MR Process Light)

X12N specific MR Workflow review
- This was the first time X12N full saw that full workflow
- Workflow diagram is slide 9 of the deck

Roles Supporting the MR Process
- Reviewed the roles of the:
  - MR Coordinator
  - Project Delegate(s)
  - MR Development Group
  - MR Development Group SME
  - MR Development Group Observer
  - MR Development Group Responsibilities

MR Process Timelines & Statuses
- Reviewed the process timelines, slide 18 in the deck
- MR Statuses reviewed which can be found on slide 19 and in the MR Process FAQ

MR Escalations
- Reviewed the escalation criteria
- Escalation process
  - Current state:
    - Who can escalate an MR
    - How to escalate an MR
    - Who in X12N approves the MR escalation
  - Proposed Future State
    - Reviewed the process

MR Process BETA
- Revealed the BETA MR244 and status

MR Process Improvement Suggestions
- Reviewed the process for suggesting a change

Wednesday, 6/27/2022
X12N Full Subcommittee

Call Meeting to Order
- Reconvened the meeting at 10 AM CT by Tara Rose
- Welcome everyone back for Wednesday

X12 General Session Update
- Collaboration with other industry entities: NEECOM, NCVHS Panel Discussions, Da Vinci, and NCPDP
- Annual Award Nominations
- Info Center – NEW on the X12.org site
ASC General Session Update
   - X12 Recommendations

Logistics and Reminders

**Thursday, 6/28/2022**
**X12N Full Subcommittee**

Task Group and Liaison Report Outs
   - Stars on slide 38 of the deck in Appendix A

MR Updates
   - MRs planned for ASC Ballot
   - MR planned for X12N comment period

Task Group Reminders
   - Minutes due date
   - Annual Award Nominations

Fall Meeting details shared with the group

Announced Fall 2022 elections

Meeting adjourned

Appendix A

[Image of Appendix A]

X12N Standing Meeting Deck FINAL

Appendix B

[Image of Appendix B]

MR Presentation 06282022.pptx