

**StratML Committee  
Draft Meeting Minutes  
Conference Call Meeting**

**January 6, 2009**

**1. Welcome and Introductions**

The January 6, 2009 meeting of the StratML committee was called to order at 11:00 a.m. by the chair Owen Ambur. Those participating in the meeting included:

Owen Ambur, Chair  
Adam Schwartz  
Sylvia Webb  
Allyson Ugarte  
Betty Harvey  
Betsy Fanning

**2. Approval of Agenda, January 6, 2009**

The draft meeting agenda for the January 6, 2009 meeting (StratML 2009-001) was approved as presented. (Schwartz/Webb)

**3. Approval of Draft Meeting Minutes, October 17, 2008**

The draft meeting minutes for the October 17, 2008 meeting (StratML 2008-017) were approved as presented. (Schwartz/Webb)

**4. Review of Action Items**

The committee reviewed the action items list. Please review the action items list for status. A summary of the discussion follows.

- AIIM has not heard anything from OCEG regarding the Stratml.org domain and will send a reminder to OCEG about this item.
- A conference call with X12 and StratML representatives has been scheduled for January 22. AIIM is to confirm the time for the call and let Sylvia and Owen know.
- Owen continues to be involved with W3C. AIIM continues to work on initiating a liaison with the W3C.
- Formatting of the standard has been completed so this action item will be marked complete and moved to the completed action items.
- AIIM is continuing to establish a liaison with Ecma.

**5. Review of Committee Ballot Results**

AIIM reported that the committee ballot for the StratML standard which closed on January 5, 2009 resulted in 6 ballots being returned. All ballots were affirmative with 3

providing comments for consideration of the committee. As noted below, all comments were accepted and will be incorporated into the draft prior to the Standards Board and ALLM Consensus committee ballots being issued.

Comments from the ballots:

- Add a definition for XSD and separate it out from the XML Schema definition. – Accepted.
- 4.1, General – reduce confusion by removing the last sentence, "Many different elements of administrative metadata might be used." – Accepted.
- Figure 1 – The figure will be redrafted to show Acronym is connected to Organization, depict the 'Legend' differently and better associate them with the elements - Accepted
- Define the elements for Source, Sequence Identifier, Other Information, First Name and Last Name – Accepted.
- Add a new section as 4.4 for Other Information and add a brief statement in 4.1 regarding Other Information – Accepted.
- Add <Acronym>, <SequenceIdentifier> and <Identifier> to the list in 4.2 – Accepted.
- The comment to move the <Name>, <Description>, and <Acronym> elements to 4.3 was withdrawn.

The standard has received the approval of the committee to be proposed to the Standards Board and consensus committee for final approval.

## **6. Next Steps**

The next meeting for the StratML committee will be on February 10, 2009 at 11 a.m. Eastern. During this meeting, the committee will begin discussions on Part 2, Performance plans.

## **7. Adjournment**

The StratML January 6, 2009 meeting was adjourned at 11:45 a.m. (Ugarte/Webb)