AIRA
AMERICAN IMMUNIZATION REGISTRY ASSOCIATION

SISC Charter

Updated November 2025

CHARTER

Background

The ability of one health information system to share information with and use information from another health information system to support interoperability[1] is important to improving the health of individuals and of the population. Immunization Information Systems (IIS) have a long history of communicating with other information systems. The demand and need for increasing this communication is a national priority. AIRA has played a key role in supporting efforts to promote this agenda by participating in standards development efforts, monitoring changes in technology and standards, advocating for the positions of the IIS community and by supporting each other in standards and interoperability adoption. AIRA recognizes the importance of this effort and has determined that a standing work group is necessary to accomplish our goals.

Purpose

The purpose of the Committee is to:

- Provide technical support and guidance to interoperability efforts of AIRA members and the IIS community.
- Provide technical support and guidance to the AIRA Board, Executive Director and AIRA staff as they represent the IIS community in the wider health information community regarding interoperability issues.
- Act as a liaison between national organizations involved with interoperability, such as ONC, HL7 and others.
- Partner with CMS, ASTP/ONC, NIST and others to identify federal rules, regulations, standards, and requirements that will provide opportunities to leverage IIS in support of interoperability and measurement.
- Be a technical authority and develop technical resources for AIRA members and the IIS community.

Type of Group

The Standards and Interoperability Steering Committee is a committee within AIRA.

[1] Per the Health Information and Management Systems Society (HIMSS), interoperability is defined as the extent to which systems and devices can exchange data and interpret that shared data. http://www.himss.org/library/interoperability-standards/what-is-interoperability

Scope of Work

The scope of work for the Standards and Interoperability Steering Committee includes:

- Providing a forum for the immunization community to discuss and share best practices and lessons learned regarding the development and support of HL7 interfaces
- Recommending issues to be addressed by SISC, or other interoperability groups through creating standards, guidance, or operational recommendations for HL7 immunization messaging
- Contributing to agenda topics, content, and administrative functions

Termination Date

The Standards and Interoperability Steering Committee will continue in existence for as long as needed but will be evaluated for continuation annually.

Membership

The membership of the Committee is voluntary. Members should be prepared to attend all meetings and actively participate in order to benefit the group as much as possible.

The Committee will be composed of:

- At least one voting member of the AIRA Board
- At least one AIRA staff member
- At least one staff person from the CDC's NCIRD Informatics, Data and Analytics (IDAB) Branch
- Volunteers from jurisdictional IIS programs, jurisdictional immunization programs, IIS vendors/implementers and engaged partners such as Electronic Health Record (EHR) System developers
- At least two co-chairs that will coordinate and plan the meetings and work closely with the AIRA Executive Committee. See the "Oversight" section for specific provisions.

Members will serve indefinitely, and volunteer members may remove themselves from the Committee at any time. AIRA membership is not a requirement for Committee membership. The AIRA President and Executive Director reserve the right to remove individuals if they feel it is in the best interest of the Committee.

Method of Business

The SISC will meet monthly. Any SISC member may request a topic be placed on the agenda; the Co-Chairs will be responsible for determining if the request is within the scope of duties that have been assigned. The Co-Chairs establish the agenda for meetings.

The SISC works closely with the broader AIRA Informatics Division. AIRA staff will provide administrative assistance and a meeting scribe as needed.

Decision Making

Decisions will be made on clearly stated motions presented by a member. Every effort to attain consensus among the group will be made. However, if the group cannot reach consensus on an item, then a simple majority vote of all members presents, excluding AIRA staff, can be held to resolve the issue.

Review of Charter

This charter shall be approved by the SISC members and reviewed every odd year.