

Approved Minutes

10.25. Agenda/Minutes (KA)

10.25.1 Roll Call and Welcome

Opening of the meeting at 09:00 (KA)
Present: KA, ED, TP, SCL
Apologies: PV, JG, GK (report sent)

10.25.1.1 Guests

Maria del Carmen Pasquel Carrera (Chair WG-IANT)
Hernan Fares Taie (Corr Member WG-IANT, el Microscopio)

10.25.2 Finalization of Agenda

The agenda was accepted as proposed.
SCL and ED agreed to take the minutes of the meeting in the absence of the Secretary.

10.25.3 Approval of Minutes, Committee Meeting, Paris, June 2015

Minutes of the CPD-EC meeting in Paris were accepted as submitted.

10.25.3.1 Review Action Items – completed/pending

Action: To develop a strategic plan at our next meeting to increase communication with members and in favor of members.

Status: The subject will be addressed under the C-PR report.

Action: CPD to develop annual or occasional surveys using survey monkey to seek feedback from membership on IFCC publications, website, PR tools, eAcademy, etc.

Status: The C-PR has addressed this topic at its Paris meeting and a proposal will be discussed under the C-PR report. KA suggests that a survey on key items (eNews, eJIFCC, eAcademy) be prepared for and sent out by early 2016 for presentation at the GC in March. SLC will send the questions of the last survey on communication and the respective responses to the CPD members.

10.26. Activity and Annual Reports

10.26.1. Report of the Chair (KA)

10.26.1.1 Publishing Agreements

KA informed the Committee Members that the contract with Insoft had been sealed. The terms on the time and amounts to be invoiced have been agreed on. The website maintenance contract has been signed for 5 years.

KA reminded that the eAcademy has its own website that is imbedded in the IFCC website. Phases 1 and 2 of the website design have been completed or in progress according to the budget agreed on.

The number of pages for the eNewsletter & eJIFCC has been raised from 280 to 400 with a 20% cost increase. Also, the transition to the possibility of downloading individual articles from the eJIFCC has been completed.

Action: SCL will contact Bogdan from Insoft to make sure that the format of all archived eJIFCC will be modified before the end of the year.

The unusual high invoice recently received is a non-recurrent expense for setting up the eAcademy website.

The PT DB request (by C-AQ and TF-PT) and the issue of the eJIFCC editor-in-chief insurance will be addressed with the EB, time permitting.

KA reported that the EB had renewed TP, ED and himself for a 2nd term from Jan 1st 2016 to Dec 31st 2018.

KA reported that he had submitted a symposium proposal to the ArabMedLab Conference in Khartoum, but has had no response so far. This issue will be discussed under CPD Symposia. TP accepted to talk at the meeting providing the invitation come within a few days. KA will inform Jim Wesenberg (Chair of the CC) of the decision that will be reached.

KA reported that an updated budget statement has been received and that so far the CPD is well within budget.

Guests to CPD-EC meetings:

It was agreed that, when applicable, the costs for attending the CPD-EC meetings should be covered by the guests' employer and that a line item in next year budget will be included to cover the expenses of the LRV representative for attending the CPD-EC or an IFCC function meeting once a year. CPD will propose to EB that:

1. A formal consultant position be created within the CPD for an IFCC representative to the Labs are Vital program
2. The consultant will report to the CPD chair
3. Funds to be allocated from the CPD budget to allow the representative to attend one IFCC meeting per year and present a verbal and written report
4. The consultant will be appointed to for a 3 year term.
5. In the future, the chair of the Committee on Public Relations will be appointed to this position, which will allow a direct link to the CPD, and also reduces costs to the IFCC.

10.26.2. Report of the Vice Chair and Chair Public Relations Committee (ED)

10.2.1. Committee-Public Relations (C-PR) (ED)

10.2.1.1 Membership

ED reported that the two Advisors for the AFCC and NAFCC are now part of the C-PR. They are Prof. Okesina, from South Africa and Kinniburgh from Canada.

10.2.1.2 Activity Report

10.9. Public Relations

10.9.1. PR Brochures

ED informed the Committee that the IFCC presentation brochures are now available on the IFCC website in 13 languages. A letter of appreciation will be sent to the translators.

ED will contact Dr. van Uytfanghe from Ghent University, who presented during the COLABIOCLI meeting on traceability, to have her presentation on the IFCC website.

10.9.3. PR Posters

See Corporate Representative report

10.9.4. Publicity

Rates for announcing in the eNewsletter have been set & published. There is no new request.

10.9.5. Miscellaneous PR Projects

Dr. Ramon Deulofeu is developing a survey on the accessibility and use of IFCC documents and activities that would be sent to each President of National Societies asking them to distribute it to their respective members. This would be the starting point.

The second initiative is a bulk email be sent to the Presidents of each National Societies asking to have their members automatically linked (if they accept) to the IFCC website as part of their annual membership renewal. It would insure to have 100% coverage in each case. This will work providing that the societies have permission from their individual members to give their email address to IFCC.

If this option works, then we could advertise each item by a blast email.

Elements to take into consideration:

1. We have to find a way to insure that those concerned make use of the information and improve the visiting of the IFCC web site.
2. We have to find out if individual societies would want to give the IFCC direct access to their member emails. It may be that the societies will need permission from the individuals to give their email address to IFCC. Example: the Greek Society has not given the email addresses of its members to EFLM. Another approach would be asking member societies to include IFCC news in their regular information mails to their members.
3. It may be more convenient to go through the Regional Federations to approach the respective National Societies, respecting their respective jurisdictions.
4. We have to take into consideration the language barriers. In that perspective the Regional Federations may be of help. The possibility for specific non-English speaking countries of translating the material. The Spanish-speaking countries are examples.

10.9.5.1 PR Slide Kit

ED also informed the Committee that Dr. Mike Hallworth PowerPoint presentation on the value of laboratory medicine is now on the IFCC website

10.9.5.2 Lab Medicine Slide Kit: revision and approval

The PowerPoint presentation has thoroughly revised during the CP-EC meeting and approved. SCL & ED are to finalize the document and post on the web site.

Action: The Lab Medicine brochure is to be updated to reflect changes.

10.2.1.2.1 Labs are Vital Consortium

ED reported that he has been participating in the LRV telephone Board meetings as Clinical Editor. Ellis Jacobs, now the Chair, has pursued contacts with Abbott regarding Company's financial commitments for future years. A meeting was held in Atlanta, with Abbott's representative (Steve Sims) and the representatives of the ASCP (Peter Travers), WASPALM (Michael Oellerich), and IFCC (KA & ED). Abbott agreed to continue supporting the LRV Program and conditions would be defined later. A teleconference Board meeting is scheduled for mid-October. Ellis Jacobs will send a Doodle survey.

10.26.3. Report of the Secretary and Chair Internet and e-Learning Committee (PV-regrets)

10.2.2. Committee-Internet and e-Learning (C-leL) (PV – regrets, submitted report)

10.2.2.1 Membership

10.2.2.2 Activity Report

The C-leL and C-DL met in Paris.

The C-leL continues to work closely with the Committee for Distance Learning and Insoft in developing electronic/distance learning materials and access for IFCC members utilizing the 'e-Academy'.

The IFCC LinkedIn group continues to grow (>2800 members) and the company page has 242 'followers'. The Facebook group is now growing at a rapid pace and has >7200 members and the company page has >5300 likes. The Twitter feed has 272 followers and the Social Media Coordinator continues to tweet about IFCC activities.

10.6. Publications (PV)

10.6.1. Documents of Committees and Working Groups

The database (available on the website) continues to be updated as publications are forthcoming.

10.6.2. Monographs

There have been no new Monographs produced in 2015

10.6.3. Books

10.6.3.1 Silver Book

Silver Book V2 is still out for public review.

10.6.4. Conference proceedings

The recent IFCC-Siemens Specialized Conference: Biomarkers in neuropsychiatric disorders proceedings was published in CCA.

10.6.5. Annual report

The IFCC Office has published the 2014 Annual Report..

10.6.6. Handbook

The 2015-2017 version of the Handbook is available on the website.

10.7. Web Site (JG – regrets, report submitted)

10.7.1 Organizational matters

Website maintenance is an ongoing project.

Performed updates to various media files and pages as required (eg slide sets, handbook, brochures, committees, WGs etc)

Reformatted image files for 15+ company logos to remove distortion and improve display of bottom banner.

Further updates to RIA pages as requested.

Discussions with InSoft regarding reformatting of RIA and DIV pages. Review by WG-IANT needed - which files are necessary to be retained/located (to be discussed in Quito).

Publication of IFCC eAcademy using new Umbraco during Paris meeting.

eAcademy: Added all topics from C-DL survey.

Added images to events (max height 140) and added one new event (Vietnam 2015).

Added 1 author including photo (Graham Jones).

Added 4 content items (awaiting topics, keywords and media files).

Progress slow due to European summer break and lack of incoming content.

10.7.1.1 Website Statistical Report

Review of the most recent 12 months to date continue to indicate an increase in sessions (22%) over the previous period.

JG to make a table listing types of documents downloaded/quarter

Document downloads became trackable from April 2015.

The top 5 downloaded pdf files to date have been:

- 1) March 2015 eJIFCC (272)
- 2) Pre-analytical Variables and their Influence on the Quality of Laboratory Results. eJIFCC Vol13 No 1. (258)
- 3) Troponin I and T (ug/L units) - November 2014 (254)
- 4) Troponin I and T (ng/L units) - November 2014 (237)
- 5) IFCC Handbook 2015-2017 (222)

Action: JG to prepare a simple quarterly table with showing visits data for an easier tracking of preferred pages.

10.7.1.3 Policy and Procedure for IFCC functional unit web pages

JG continues to work on this document.

Action: The final draft will be circulated before next CPD meeting for final comments during the meeting.

10.7.1.4 eJournal/eNews archiving

This subject has been covered under KA's activity report (InSoft-SunTec). Important to convert archived eJIFCC issues to enable the downloading of individual articles with doi ID for PubMed indexing of the Journal.

10.7.1.5 Status of Phase II launch of website

The website continues to develop in 'real time' therefore there is no plan at this stage for a Phase II launch (other than the eAcademy)

10.7.2. Bookstore

Bookstore and any eCommerce functionality will be part of Phase II of the website.

10.7.3 e-Banners

Continue to be loaded when received.

10.7.4. Databases

The NPU, Register of Experts, and Publications databases are the only active databases currently on the website. An eAcademy database will be developed with the eAcademy.

10.7.5 Distance Learning Programs and eAcademy

The eAcademy was launched in Paris. Siemens has agreed sponsorship of live webinars.

One day of the recent AACB ASC (Harmonisation, Vitamin D, Renal Disease) was recently recorded to be uploaded onto the eAcademy.

EB approached KA at the Quito meeting requesting an update on the eAcademy program development. There is some urgency in developing and publishing new programs to populate the eAcademy website. KA suggests that EMD-CDL should develop 12 modules/year in order to keep the momentum. Presenters at different meetings should be approached. This is particularly important, to ensure continued funding from EB and the external sponsor, Siemens.

KA will contact Leslie Lai concerning the program development and give an update on the budget and policy.

C-DL-eAcademy has in effect its own website. Phase 1 is the development of content and phase 2 is to add more features such as the possibility of quizzes and certification.

10.3. Working Groups

10.3.1. Electronic Journal of the IFCC (WG-EJIFCC) (GK Regrets)

10.3.1.1 Membership

10.3.1.2 New editorial board member: Dr. Andrea Rita Horvath (AU).

10.3.1.3 Activity Report

GK sent his regrets and provided a written activity report.

Volumes 3 & 4 /2015 are in preparation. Volume 3/2015: Focusing on Guidelines for Laboratory Medicine and Biomarkers with Dr. Andrea Rita Horvath as Guest editor for this issue.

Volume 4/2015: "The Latin-American issue". With Dr. Rosa Sierra Amor and Maria del Carmen Pasquel Carrera as guests editors. This issue's content will be defined. The issue will exceptionally be bilingual.

Topics for the 4 issues of 2016 are already defined. Volume 1/2016 will be on Harmonization of Clinical Laboratory Test Results with Guest editors: Jill Tate (AUS) and Gary Myers (US).

Volume 2/2016 will be on the Hungarian Society of Laboratory Medicine: 70 years anniversary with Guest editor: Janos Kappelmayer

Volume 3/2016 will be on "Recent advances in mass spectrometry in laboratory medicine" with Guest editor: Ronda Greaves (AUS)

Volume 4/2016 will be on Recent advances in pediatric laboratory medicine with Guest editors: Khosrow Adeli (CAN), Edgar Delvin (CAN), Grażyna Odrowąż-Sypniewska (PL). Ask the Chair of the TF-PLM (Michael Metz) to provide titles for the special issue.

A 2nd special issue could be scheduled in 2017 as the TF-PLM will hold a symposium in Durban.

ED suggests to contact Dr. van Uytvanghe from Ghent University, who presented during the COLABIOCLI meeting on traceability, to ask her if she would be willing to write a paper for the eJIFCC.

10.3.1.2.2 Indexing eJIFCC in PubMed Central

A number of technical questions (e.g. sequential numbering, past issues, etc.) with the PMC upload had to be decided internally, the decided solutions will have to be solved by INSOFTEC and SUNTEC. Thereafter we may ask SUNTEC to upload.

10.3.1.2.3. Editorial Board meeting

An EB meeting was organized in Paris. It was well attended, with more than 50 % of the members present. The EB has discussed the content of the future issues and the structure of the journal.

10.3.2. IFCC eNews (WG-IFCC eNews) (TP)

10.3.2.1 Membership

10.3.2.2 Activity Report

TP mentioned that he had recently been invited to participate to the Pathology day in London (Nov 18th). On that occasion, he will see if he could give a talk on the role of IFCC at the Royal College meeting.

TP proposed to have a 1-page newsflash on a regular bi-monthly basis starting January 2016. It could include 1-line items with a hyperlinks referring to the news item.

10.3.4. Ibero-American Nomenclature and Translation (WG-IANT) (MPC)

10.3.4.1 Membership

10.3.4.2 Activity Report

10.3.4.2.1 RIA Web page

Dr. Maria del Carmen Pasquel Carrera presented the RIA and DIV websites upgrades. She will send information as to what information material to include as well as where it should be placed. She also presented the RIA eNewsletter.

10.3.4.2.2 Diagnostico in vitro

It was agreed that: 1) the DIV eNewsletter would have the same format as the IFCC eNewsletter and eJournal; 2) the CPD will cover the cost of the newsletter at an estimated budget of 400 USD/issue. There will be two or three issues/year.

10.3.4.2.3 Ibero-American Radio (Hernan)

Dr. Hernan Taie presented the activities and the developments of el Microscopio. He met with Dr. Maria del Carmen Pasquel Carrera as

Chair of the WG-IANT regarding the RIA and DIV websites. The best Radio interviews will be published on the DiV.

10.6. Publications (PV)

10.6.1. Documents of Committees and Working Groups

10.6.2. Monographs

10.6.3. Books

10.6.3.1 Silver Book

10.6.4. Conference proceedings

10.6.5. Annual report

10.6.6. Handbook

10.6.8. Views and Reviews

10.6.10. Electronic Publications

10.6.20. Other Publications

10.8. Related Journals (KA)

10.8.1. Meetings of Editors and Publishers

KA mentioned that the meeting of Paris was well attended. There were 22 journal editors and publishers in attendance. Recommendation: to insist to ask to editors to produce a consensus document on how to get better articles (cited “Obama’s precision Medicine initiative – against accurate Medicine”)

Action: K. Adeli suggested preparing a draft document on the subject; D. Syed, A. Newman and P. Kavsak volunteered.

Action: K. Adeli asked to review/update the proposed guidelines before final release.

A meeting in Taipei for the Asian/Pacific region editors will be planned.

10.8.2. Journals

10.8.2.1. Clinical Chemistry and Laboratory Medicine (CCLM)

10.8.2.2. Clinica Chimica Acta (CCA)

10.8.2.3. Labmedica International (LMI)

10.9.4. Publicity

Proposal of policies for advertising on IFCC communication tools.

Corporate members, through Rolf Hinzman, should be advised of the Advertising policy in eNewsletter that distinguishes rates for members from non-Member Corporations.

10.10. Corporate Member Activities (BJ – regrets)

KA mentioned the offer of BJ to provide help for developing posters for the GC.

Needs are: Posters for the history of IFCC (P Wilding); C-PR tools (ED); Banner & PowerPoint for eAcademy (PV)

SCL will liaise with Peter Wilding and BJ to prepare a poster for the GC.

10.19. Meetings & Symposia (KA)

10.19.1 CPD Symposia

- 10.19.1.3 Quito, Ecuador; COLABIOCLI Pediatric Laboratory Medicine (ACCEPTED/Scheduled) 24 September 2015
- 10.19.1.4 Khartoum, Sudan; ArabMedLab 4-6 December 2015
As no confirmation has been received as of September 26th it is agreed to cancel the participation. However TP mentioned that he could consider to participate if he was to receive a request within a week.
- 10.19.1.5 Madrid, Spain; IFCC GC "Facing the Digital Future of IFCC Communications" 19 March 2016
Accepted
- 10.19.1.6 Taipei, Taiwan; APFCB 26-29 November 2016
GK submitted the following topic for an IFCC symposium: Science publishing in Laboratory Medicine. After discussion, the following program was selected:
Scientific Publishing in Laboratory Medicine:
1. Defining the Role of Authors, Editors, & Publishers in Scientific Publications: Speaker: Gabor Kovacs, Hungary
2. Current & Future Issues in ePublications: Speaker: Edgard Delvin, South Africa
3. Publication Ethics & Best Practices: Speaker: Ann Gronowski, USA
This proposal will be sent to Jim Wesenberg (Chair CC)
- 10.19.1.7 EuroMedLab: Athens, Greece; IFCC/EFLM 11-15 June 2017
Role of Communication in P4 Laboratory Medicine:
1. Online Resources for Patients and Healthcare Professionals
Speaker: Tahir Pillay, South Africa
2. eLearning and Online Educational Tools in Laboratory Medicine
Speaker: Peter Vervaart, Australia
3. Electronic Apps and Medical Diagnostics Data Management
Speaker: Khosrow Adeli, Canada
This proposal will sent to Jim Wesenberg (Chair CC)
- 10.19.1.8 Durban, South Africa, ICCCLM 22-25 October 2017
Peer Review and Ethics in Scientific Publication (Updated and repeated)
Chair: KA; Topics/Speakers:
1. Peer Review in Scientific Publication (KA)
2. Publication Ethics and Standards (AN)
3. How to write a Scientific Paper: A Practical Guide (TP)
ED to also speak - TP to advise if this or Value of Lab Medicine

Other symposia:

KA to propose the Communication topic to AACC (NAFCC) for 2016: Decided not to submit in 2015; topics/content not yet well developed; need to further discuss at the CPD and better develop the content for future AACC events.

10.19.2	Future CPD EC Meetings	
10.19.2.1	Madrid, Spain; IFCC GC	18 March 2016
10.19.2.2	Pecs, Hungary	17-20 September 2016

10.20. Membership

Members:	Position	Term and Time of Office	
Khosrow Adeli – AD (CA)	Chair	1 st	2013 01 – 2015 12
Edgard Delvin - ED (CA)	Vice Chair/ PR Coordinator	1 st	2013 01 – 2015 12
Peter Vervaart – PV (AU)	Secretary/Publications-Distance Learning Coordinator	2 nd	2014 01 – 2016 12
Gabor Kovacs – GK (HU)	Editor, eJIFCC	2 nd	2015 01 – 2017 12
Tahir Pillay - TP (ZA)	Editor IFCC News	1 st	2013 01 – 2015 12
Bruce Jordan - BJ (CH)	Corp. Rep.	2 nd	2014 01 – 2016 12

10.30. Budget

KA presented the CPD expenses up to September 2015 and mentioned lower expenses than those budgeted.

Mention was made that the revenues from Elsevier should be shown on the CPD statement since these are CPD revenues.

KA mentioned that Siemens had agreed to redirect the left-over money from last fall meeting on neurodegenerative diseases in Toronto to eAcademy activities and that Siemens would provide 35K\$ for the next 3 years.

KA was approached by EB regarding the status of the eAcademy and will discuss with PV and Janet Smith the timeline for enhancing the scientific content of eAcademy

10.40. Other Business

- KA proposed to continue to have IFCC Press releases on a quarterly basis.
- Explore the possibility of having an app for the eNews/eJIFCC and IFCC website. KA will write to JG & PV and consult with Insoft.
- Explore the possibility of having IFCC present at different Medical meetings and have their meeting announcements in IFCC eNewsletter, and having IFCC meetings and meetings under the auspices of IFCC in their publicity (when appropriate). This would allow us to go out of our own circles.