



IFCC Communications and Publications Division

Minutes of the
 IFCC-CPD Executive Committee Meeting
 Marina Park Hotel, Salao Escuna, Fortaleza, Brazil
 Sept 26, 2008: 08:30-17:30 h
(Provisional Minutes)

Members:	Position	Term and Time of Office
Ellis Jacobs - EJ (US)	Chair	1 st 2007 01 - 2009 12
Khosrow Adeli - AD (CA)	Vice Chair/ PR Coordinator	1 st 2007 01 - 2009 12
Mario Plebani - MB (IT)	Secretary/Editor of Documents	1 st 2008 01 - 2010 12
Grazyna Sypniewska - GS (PL)	Editor, eJIFCC	1 st 2007 01 - 2009 12
Edgard Delvin - ED (CA)	Editor IFCC News	1 st 2007 01 - 2009 12
Vacant	Web Editor/Distance Learn.Coord.	1 st
Franz Baumann - FB (DE)	Corp. Rep.	1 st 2007 01 - 2009 12
Joseph Lopez - JL (MY)	EB Liaison	

Guests: Montserrat Blanes, Lisa Ionescu
 Apologies: Franz Bauman, Mario Plebani

10.0 Agenda and Minutes

10.0.1: The meeting opened at 08:30 AM by EJ who welcomed everyone

10.0.2: ED will act as secretary for the meeting.

10.0.3: The provisional agenda was unanimously accepted

10.0.4 The provisional minutes of the April 11, 2008 meeting in Antalya were approved. An executive summary of these minutes will be placed on the website.

10.0.5 It was agreed that action items from the Antalya meeting would be reviewed during the meeting.

10.1 Activities and Reports

10.1.1 Report of the Chair (EJ)

- a) EJ has been working on the new website with KA and Silvia Carugo. However upon departure of the latter, an IT company had to be hired. The project has advanced quickly and is 95% completed. The structure and content will be presented later on during the meeting for comments and suggestions. The new web-site is expected to go live in November.
- b) There was a working meeting in Washington, DC, last July on a distance learning project with Siemens Healthcare Diagnostics. An agreement has been reached for Siemens to support a distance learning program. The Company will give access to its IT facilities and thus give 40K\$ per year in kind by way of resources and support. CPD, through its Chair & EMD (Janet Smith) have agreed on a first joint project on beta-Naturetic peptide. It will be a web-based program. A team from Siemens will be video recording the EMD symposium on lab quality and ISO15189 at the ICCCLM in Fortaleza in order to develop a second distance learning program. The scientific content for any distance learning programs will be provided by either IFCC or Siemens. In the latter case, the content would be reviewed and approved by IFCC experts. The Chair stressed that the programs are being prepared by education professionals within Siemens and are based on interactive education material.
- c) The Web Editor position has been advertised several times, but no satisfactory candidate has been identified for this position. The Committee went into a discussion on the job definition and consensus was that it should be centered on content review in terms of actuality, and that web design would be left to an IT company. From the discussion, a consensus was reached for the proposal that the roles of Secretary, EoD and web editor be combined. The motion was proposed by JL and seconded by KA. Approved unanimously. This was approved by the EB.
- d) A request was received from Clin Biochem Reviews to obtain IFCC auspices (endorsement) of a supplemental issue on analytical quality - a technical checklist, second volume. The EC approved it unanimously, pro forma IFCC endorsement was given but articles should be seen before formal approval by EOD after his review.
- e) In Antalya the EB approved the appointment of Montserrat Blanes as Chair of the WG-IANT
- f) ABCL was granted permission to translate and reprint two more IFCC documents
- g) Request was received from WEQAS to place a link on our website to theirs. Since this is a commercial company the request was denied but they were informed that they could purchase banner space on the IFCC website.

10.1.2 Report of the Vice-Chair (KA)

- a) See report of Committee on Public Relations
- b) KA has been helping with website update.
- c) The Siemens distance learning is well under way and IFCC will have access to Siemens' internal IT resources.

10.1.3 Report of the Secretary/Editor of Documents (MB)

No report was received

10.2 Reports from Committees

10.2.1 Committee on Public Relations (KA) (see separate report)

10.2.1.1 Membership:

	Position	Term and Time of Office	
Khosrow Adeli - KA (CA)	Chair	1 st	2007 01 - 2009 12
Magdalena Krintus -MK (PL)	Member	1 st	2008 01 - 2010 12
Loralie Langman - LL (US)	Member	1 st	2008 01 - 2010 12
Susan Matthews - SM (AU)	Member	1 st	2008 01 - 2010 12
Monica Spilvieri- MS (AR)	Member	1 st	2008 01 - 2010 12
Oscan Erel - OE (TK)	Consultant	1 st	2008 01 - 2010 12
Vijay Grey - VG (CA)	Consultant	1 st	2008 01 - 2010 12
David Holt - DH (UK)	Consultant	1 st	2008 01 - 2010 12

KA proposed to add advisors to the committee. The different regional federations would recommend them, and their respective constituents would cover their travel expenses. This would assure transition and also insure a true representation of regions. These advisors would have to report to their associations. Motion was made by ED and seconded by JL. Approved unanimously. Invitations should be sent to all IFCC regional federations and members from Africa which hopes to form a federation.

10.2.1.2 Activity Report

- a) The Labs are Vital (LAV) Campaign has been launched in Paraguay, Brazil and Australia. Mike Davison is the new contact as Francesca Callopy and Charles de Rohan have left. KA showed the PowerPoint presentation which will be in the LAV booth at the Fortaleza meeting. A video will also be shown in the booth.
- b) The speaker's bureau list has been transmitted to and approved by the EMD. The list has been organized under topics/speakers and allows cross-referencing. It has also been combined with the VLP list of speakers. Both the VLP and the speakers bureau lists will be on the website.
- c) There will be a booth in Fortaleza nearby the entrance of the congress center. There will be brochures and other documents available.
- d) Links of other association/societies on IFCC website & vice versa is on hold until the new website is launched.
- e) The PR brochures have been translated into Spanish, Portuguese and are available for the Fortaleza meeting. Polish translation was done by Magdalena Krintus. The German and French societies and Arab Federation have also been approached. The French translation is being done by Bernard Gouget and will be finished shortly.
- f) An IFCC informational/promotional PowerPoint presentation has been prepared. After review it was suggested that some of the services (PSEP, VLP, etc.) provided by the IFCC be added to the presentation. This will be available for presentation at national/regional conferences by PR Committee members, National representatives or IFCC officers. It was suggested that this be made available on the website.
- g) A PR brochure for general public is on hold but should be ready for EuroMed 2009 in Innsbruck.

10.3 Reports from Working Groups

10.3.1 WG - eJIFCC (GS) (see separate report)

10.3.1.1 Membership -

	Position	Term and Time of Office
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Grazyna Sypniewska - GS (PL)	Chair	1 st	2007 01 - 2009 12
Borut Bozic -BB (SL)	Member	1 st	2008 01 - 2010 12
Rajiv Erasmus - RE (SA)	Member	1 st	2008 01 - 2010 12
Nilda Fink - NF (AR)	Member	1 st	2008 01 - 2010 12
Evelyn Koay- EK (SY)	Member	1 st	2008 01 - 2010 12
Jaroslava Vavrova - JV (CZ)	Member	1 st	2008 01 - 2010 12

GS reported that as per the previous CP-EC meeting, the call for nominations remains open. JL proposed that GS writes to EK, with copy to him, to enquire if she is still interested in continuing as a member of the Editorial Board.

10.3.1.2 Activity Report

- a) 2008 Issues - Some changes made in production schedule to insure receiving manuscripts
- 1st - EFCC Course- Techniques in Molecular Medicine - Published (March)
 - 2nd - Reference Intervals: Current Gaps & New Guidelines - Completed and will be published in September before the ICC
 - 3rd - "Nomics" - Five invitations sent. Expected to be published in October
 - 4th - Potpourri, SEP reports - December - GS reported that there have been few reports this year on PSEP activities. It was mentioned that the awardees have to submit a report and that this requirement will be reinforced upon granting the award.
- b) Medline Indexing - Have been ithat the June 2007 application is scheduled for review in Feb 2009. GS will be informing them when each new issue of the eJournal is available on the website.

10.3.2 WG - eNews (ED) (see separate report)

10.3.2.1 Membership

	Position	Term and Time of Office	
Edgard Delvin - ED (CA)	Chair	1 st	2007 01 - 2009 12
Xavier Fuentes Arderiu -XFA (SP)			
Damien Gruson - DG (BE)			
Joseph Lopez - JL (MY)			
Howard Magnus - HM (UK)			
Howard Morris - HO (AU)			
KP Sinha - KS (IN)			
MTinawi - MT (SY)			
H Adderrazek - HA (TU)			
E Rajiv - ER (SA)			

10.3.2.2 Activity Report -

- a) Five newsletters have been published on schedule.
- b) Editorials from IFCC Divisions and Officers are valuable tools in publicizing the activities of the Federation. The President writes the editorial for the first and mid-year issues; and three editorials are written by the Divisional Chairs; leaving one editorial to be written by someone else.
- c) The shortage of opinions and position papers, and letters to the editor remains an issue.
- d) There will be a WG meeting on September 29 in Fortaleza meeting and the question of editorials, content, visibility of the eNewsletter will be discussed.

10.3.3 WG - Internet & Distant Learning

10.3.3.1 Membership -

On hold until a new web editor is appointed

10.3.3.2 Activity Report -

- a) Email/ITsystems: LI informed the committee that the home office had suffered from a major computer break down during the summer. This and the holiday season had hampered office activities.
- b) New Website: The proposed website was reviewed in detail by the EC and it was determined that the staff login prompt should not be visible on the homepage. A number of additional changes were noted and were recorded by LI. The overall architecture was accepted and that
- c) Website statistical Report: The statistics on the old website will be used as a reference for evaluating the performance of the new website.

10.3.4. Working Group - Spanish (Ibero-American) Nomenclature and Translations

10.3.4 WG - IANT (MB) (see separate report)

10.3.4.1 Membership -

	Position	Term and Time of Office	
Montserrat Blanes - MB (PY)	Chair	1 st	2008 04 - 2010 12
Enrique Abraham - EA (CU)			
Esteban Ferro - EF (PY)			
Paulo Nuefeld - PN (BR)			
Ana Padros - AP (SP)			
Angel Prieto - AN (GU)			
Carlos Roldan - CR (AR)			
Rosa Sierra Amor - RSA(MX)			
Carlos Wolf - CW (CI)			
Christina Ures -CU (UY)			

MB was reminded that there can only one WG member from any country

10.3.4.2 Activity Report

- a) There will be a WG meeting in Fortaleza and the major agenda item is a discussion of the WG management and the responsibilities of its members which includes contribution to the update of information on & thematic subjects of the RIA web page

10.3.4.3 RIA Web page

- a) Needs to be updated with new names.
- b) MB expressed disappointment at being unable to update DIV and RIA information on the website due to the problems in home office. As an example, she informed the EC that dissemination of the results of the Labs are Vital survey at the recent Paraguay National meeting, has been delayed due to the issues with the website. The Committee fully appreciates her concerns and the Chair stated that this is also true for other IFCC activities.
- c) All changes/updates will be done with the new IFCC website.

10.4 Reports on Publications

10.4.1 Documents from Committee & Working Groups (MP)

None

10.4.2 Monographs

Anders Kallner has a statistical and quality management monograph on frequently used formulas and definitions in metrology and asked if we would be interested in marketing it in the IFCC bookstore. EJ will verify exactly what his needs and interests are.

10.4.3 Books

10.4.3.1 The handbook on flow cytometry has been translated into English and we are now working on a distribution plan. There will be no charge for the book but, according to the sponsor of the translation and printing agrees that there may be a reasonable charge for handling and shipping. It is their intention that the distribution plan reaches practitioners in China, India, Latin America and other less developed areas, with additional emphasis on getting the book into the hands of young practitioners in order to encourage their commitment to the field of flow cytometry.

10.4.3.2 The funding request by the C-NPU to revise the "Silver Book" : Compendium of Terminology and Nomenclature of Properties in Clinical Laboratory Sciences (IUPAC and IFCC Recommendations 1995) was approved by the EB and the committee has had their first meeting to start on the project.

10.4.4 Conference Proceedings

The Proceedings of the Bergmeyer Conference have been published but are not yet on the website.

10.4.6 IFCC Handbook

The 2009-2011 handbook will be redone shortly after the election of new officers at the General Council Meeting at the ICC in Fortaleza in September

10.4.7 Public Relations Material

10.4.7.2 PR Brochure - See C-PR report

10.4.7.3 Key Directory - On-hold

10.6 General Rules and Procedures

10.6.1 IFCC Procedures

Needs to be updated and EJ requested that everyone review the current version (dated 2006) and inform him of any changes needed.

10.7 Related Journals

10.7.1 Meeting of Editors

a) There will be a meeting on 30-Sept 08, 12:30-14:30, in Fortaleza at the ICC chaired by ED.

b) It was decided that both clinical chemistry and biochemical journals should be represented in the future, regardless of whether they are society-affiliated or not. Also, the meeting should be extended to include publishers. The list of journals, editors and publishers has to be updated. The meeting should also be extended to include the publishers. ED will coordinate the collection of this information

c) The next Editors/Publishers meeting will be held in Innsbruck at the EuroMed 2009 Congress.

10.7.2 Journals

10.7.2.1 Clinical Chemistry & Laboratory Medicine (CCLM)

The contract with deGruyter regarding the relationship with IFCC and CCLM being the official journal of the IFCC has been renewed for another three years. CCLM is also the official journal of the EFCC.

10.7.2.3 Labmedica International (LMI)

ED reports that the relationship with LMI continues to be good with no issues.

10.7.2.4 Acta Bioquimica Clinica Latinoamerica

Permission was granted for them to translate and reprint two more IFCC documents

10.10 Corporate Member Activities (FB)

No report was received. ED reminded the EC that it had been decided previously that the benchmarking would be more effective after the new website would have been up for a while in order to give users time to evaluate its architecture and content.

10.19 Meetings

10.19.1 Symposia

10.19.1.1 ICCLM, Fortaleza, Brazil September 29th, 2008 10:00-12:30 - "Peer Review & Ethics in Publications". Presenters are Drs. Delvin, Adeli, Siest & Mr. Newman).

10.19.1.2 COLABIOCLI, Santiago, Chili April 2010 - subject -eLearning - proposal to be developed and submitted.

10.19.2 Future CPD EC Meetings

10.19.2.1 Milano, Italy	6-8 Feb 2009
10.19.2.2 Innsbruck, Austria (EuroMed09)	5-6 June 2009
10.19.2.3 Bydgoszcz, Poland	25-27 Oct 2009

10.20 Membership

10.20.1 As there was no response to the Web Editor/Distance Learning Coordinator call for nominations, this call will be closed. This position will be modified as indicated above and a new call for nomination will be issued.

10.30 Budget

This will be presented by the Chair at the EB meeting in Milan in November.

The meeting was adjourned at 17:25.