



IFCC Communications and Publications Division

Minutes of the IFCC-CPD Executive Committee Meeting
 IFCC Office, Milan, Italy
 Feb 7, 2009: 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
To be Appointed	Secretary/Publications-Distance Learning coordinator	1 st
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
Franz Baumann - FB (DE)	Corp. Rep.	1 st 2007 01 - 2009 12

Guests: Lisa Ionescu, Caterina Balzaretta, Montserrat Blanes (WG-IANT), Mario de Marchi (Big One Company)
 Apologies: Edgard Delvin

10.0 Agenda and Minutes

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

10.0.2 GS will act as secretary for the meeting.

10.0.3 EJ reminded that there will no longer be an EB liaison on any of the division ECs and thus JL will no longer be attending the meetings. Instead the IFCC President will attend one EC meeting each year.

10.0.4 The provisional minutes of the September 26, 2008 meeting in Fortaleza were approved after correction concerning MB position at CPD (10.3.3.2). An executive summary of these minutes will

be placed on the website.

10.0.5 Mr. Mario de Marchi (MdM) from Big One (the company building the IFCC website) will be joining the EC meeting after lunch, and EJ will describe the current situation with the new website and updates before Mr. Mario joins the meeting

10.1 Activities and Reports

10.1.1 Report of the Chair (EJ)

- a) Letters have been sent to Presidents and NR of National Societies for comments on the new website. Several negative comments were received but most were positive and very complimentary. However, there are some problems due to divisions and committees not properly reviewing & updating the content before transfer to the new website. Some of this could be due to personal changes within Committees and Working Groups after the first of the year. LI explained the problems concerning working with MdM and the new website. KA and FB discussed how to optimize the web work.
- b) In negotiations with the AACB regarding the selling of the Clinical Biochemist Review supplement on Analytical Quality, which was previously given IFCC endorsement, in the IFCC .
- c) ABCL was granted permission to translate and reprint three more IFCC documents.
- d) The Distance Learning Program on BNPs is being translated from English into French and Spanish and all three versions will be available on the website. It has already had several hundred visitors. The next DL Program will be on Laboratory Management (ISO 15189) based on the EMD workshop that was held in Fortaleza.
- e) At the EB meeting in November 2008 the CPD budget was approved, with no reduction. Never the less, there the IFCC 2009 budget is very tight and we have to watch our expenses carefully.
- f) EJ emphasized that the big challenge for CPD is the website.

10.1.2 Report of the Vice-Chair (KA)

- a) See report from Committee on Public Relations

10.2 Committee Reports

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
Endang Hyaranda - EH (APFCB)	Advisor	1 st	2009 01 - 2011 12
Fouad Harb - FH (Arabic Fed)	Advisor	1 st	2009 01 - 2011 12
Ana Leticia de Maselli (COLABIOCLI)	Advisor	1 st	2009 01 - 2011 12

10.2.1.2 Activity Report (Also see section 10.4.7)

10.2.1.2.1 Labs Are Vital Campaign (KA)

The LAV was launched in Brazil, Paraguay, and Australia and will be launched in Cubra (Argentina). Communication with Abbott has been lacking due to changes in the Abbott team responsible for LAV Campaign. KA will contact Abbott regarding this issue.

10.2.1.2.3 IFCC Booths (LI)

Innsbruck: FB proposed that Roche could send 400 copies of the 11th Bergmeyer Conference Proceedings and Roche will pay the cost of the shipment.

Gadgets: It was agreed to distribute only post.it and pens since there is no budget. It was also decided to produce T-shirts in dark and light blue that should be sold at the booth.

Chicago: GB recommends that IFCC and CCLM should have a joint stand at the AACC meeting in Chicago. CCLM have agreed to contribute 2500Euro to the cost and provide Heike Jankhe to help staff the stand. Staffing of the stand for IFCC will be by volunteers attending AACC, including the GB and Past President. The stand will be used to meet with IFCC National and Corporate Representatives who are attending AACC.

10.2.1.2.4 Posters

The layout of the posters will be reviewed. KA proposed to change the DNA structure with a new background and suggested the possibility of using the new picture that replaced the DNA structure on the website. The office will work on some poster proposals which will be then send to the CPD-EC for comments and suggestions.

10.2.1.2.5 Publicity at meetings

According to KA, work is in progress on a new PR brochure targeted to the general public, governments, industry, etc. The new IFCC-Public brochure will be developed for review at the June meeting. Target groups for such a brochure will also need to be defined.

10.2.1.2.6 Links of other association/societies on IFCC website & vice versa

It was suggested that the IFCC via the C-PR acts as a global coordinator of Practice Guidelines and that that, rather than creating them de novo, the SD should work in collaboration with the NACB (producers of Laboratory Medicine Practice Guidelines) and other societies. This concept was approved and the recommendation will be forwarded to the EB.

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	
Grazyna Sypniewska - GS (PL)	Chair	1 st	2007 01 - 2009 12
Borut Bozic -BB (SL)	Member		

Rajiv Erasmus - RE (SA)	Member
Nilda Fink - NF (AR)	Member
Evelyn Koay- EK (SY)	Member
Daniel Sayed - DS (USA)	Member
Jaroslava Vavrova - JV (CZ)	Member

Dr. Daniel Sayed is a newly appointed member of the Editorial Board

10.3.1.2 Activity Report

a) 2008 Issues -

- 1st - EFCC Course- Techniques in Molecular Medicine - Published (March)
- 2nd - Reference Intervals: Current Gaps & New Guidelines - Published (September)
- 3rd - "Nomics" - Three articles. Published October)
- 4th - Potpourri, SEP reports - Four articles (Scheduled for Publishing in Feb)

b) GS has informed the WG members about New Aims and Scopes for eJIFCC that was approved by the EB.

"The Journal of the International Federation of Clinical Chemistry and Laboratory Medicine (eJIFCC) is an online journal, published four times a year, on the web site of the IFCC.

The peer-reviewed original articles, letters and reviews, are focused on the needs of clinical laboratorians worldwide. In addition to the peer-reviewed content, there are also occasional editorials with pointers to quality resources on the Web. Also the journal publishes some IFCC news, debates and educational material to assist the development of the field of clinical chemistry and laboratory medicine worldwide."

c) The application for indexing eJIFCC in Medline (sent to NIH/NLM in June 7th 2007) will be reviewed after February 18th 2009 and final decision should be made in February 2009. GS will inform Mr R. Better from Medline about new Aims and Scopes for eJIFCC. It was suggested by the CPD that GS should create a list of reviewers for eJIFCC.

d) eJournal themes for 2009 (Volume 20) Issues are:

- 1st - Proceedings from the Dubrovnik Course "New trends in classification, diagnosis and management of kidney diseases",
- 2nd - "Iron metabolism and its regulation" Guest Editor - Prof Nilda Fink
- 3rd - "Standardization in Enzymology" Guest Editor - Dr Daniel Syed
- 4th - Pot-pourri and PSEP reports

e) Starting in 2010, the proceeding of the EFCC course will no longer be available for publication as an issue.

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)
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10.3.2.2 Activity Report

- a. Since the Fortaleza meeting, 2 issues of the eNewsletter have been published on the website, that featured, among other texts, Editorials by Dr Jocelyn Hicks, President of the IFCC and Dr Graham Beastall, President-Elect .
- b. The content for the January-February issue continues to be difficult to obtain. WG members and NRs should be obliged to write at least one report a year about activities in their region
- c. There was a eNews Working Group meeting in Fortaleza. A Working group meeting is also planned for the meeting in Innsbruck in June.

10.3.3 WG - Internet & Distant Learning

10.3.3.1 Membership

On hold until a new Publications/Distant Learning Coordinator is appointed

10.3.3.2 Email/ITsystems

LI informed the committee about some problems that the home office has suffered.

10.3.3.3 New Website

- a) It was launched on January 15th.
- b) EJ, KA & LI meet with Mdm and reviewed the priorities, changes and missing items/functionality that should be done within two weeks without any further delays.
Priorities are as follows:
 1. Fixing all things which were available on the old web, transforming them to the new one
 2. Work on the RIA section, MB and Mdm fixed the appointment on the February 8th to work on RIA
 3. Updates with contents, structure and functionality

10.3.3.4 Guidelines for Website Maintenance/Updating

- a) It was decided that meetings of Office staff with Mdm should be more frequent and that every two months a CD backup of the website should be prepared. It was also decided that Mdm should prepare the Operating Manual for the Office staff. The training for the Office staff should be performed during the week following the completion of required changes and fixing missing items/functionality
- b) Minor updates to the website will be done by IFCC Office staff. Major changes and updates, e.g., eJIFCC, eNews, Auspices and related mass mailings, will be done by the outside contractor (Mdm/Bigone).
- c) Divisions, C and WG are responsible for the accuracy of the content of their webpages and can send updates directly to the IFCC office without CPD approval.

d) All other changes, e.g., restructuring pages, adding new links or functionality, requires CPD approval.

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

10.3.4.2 Activity Report (see separate report)

a) MB emphasized that all links from the old website should be transferred, then changes and all updates should be made

10.3.4.3 RIA Web page

The web pages needs a lot of changes. MdM suggested to create the new webpage but that was not accepted by either MB or the CPD EC. There will be a meeting of MB and MdM on February 8th to work on changes in the RIA web.

10.4 Reports on Publications

10.4.1 Documents from Committee & Working Groups

None

10.4.2 Monographs

Anders Kallner monograph "Common formulas and terms in statistics and metrology in the clinical laboratory" was approved to be placed in the IFCC bookstore. However there were some concerns regarding how much AK would want for the book, labeled price was 15 euros and adding the IFCC costs would make it ~ 30 euros, which seemed a lot for this book. EJ would discuss this with AK.

10.4.3 Books

There has been some discussion with F. Dati about translating his book on Plasma proteins into English and placing it in the IFCC bookstore. There will be further discussion at the EB about translations costs, copyright issues and reimbursement of authors for intellectual property.

10.4.6 IFCC Handbook

The 2009-2011 handbook will be redone shortly. It was decided to maintain the same cover than the 2006-2008 handbook.

10.4.7 Public Relations Material

10.4.7.2 PR Brochure

The new IFCC Brochure that was/will only be printed by the IFCC only in nine main languages: English, Portuguese (ocasionally), Chinese, Spanish, Greek, French, Japanese, Arabic and Russian. Translation in other languages will be encouraged but will not be printed by the IFCC office. Such translations will be assisted by the IFCC office, an electronic copy will be sent to the national societies for local publication (in print or on national society website). PR Committee/advisors will encourage the neighbouring countries to assist with brochure translations.

10.4.7.3 Key Directory - On-hold

10.4.7.4 PR PowerPoint Presentation -

KA presented the PR slides for discussion. A number of changes were recommended concerning the structure and layout of some of the slides. It was also suggested that the slides be divided into two separate presentations, one on the IFCC and the other on the Labs Are Vital campaign. The PR presentation will also be shortened to max 15 slides (max 10-15 min.)

10.4.7.5 PR Brochure for General Public

Brochure will be similar to technical PR Brochure but with a different shape and should have a widespread distribution to the general public, government agencies, other Scientific Societies. However, before further development the target groups have to be better defined.

10.6 General Rules and Procedures

10.6.1 IFCC Procedures

Has been updated and the new version should be available soon.

10.7 Related Journals

10.7.1 Meeting of Editors/Publishers

- a) There will be a meeting in Innsbruck June 08 2009 EuroMed Congress chaired by EJ.
- b) The list of editors and publishers has to be reviewed and updated before the letter of invitation is sent.

10.7.2 Journals

10.7.2.1 Clinical Chemistry & Laboratory Medicine (CCLM)

Continues to be the official journal of the IFCC & 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 three more IFCC documents

10.8 IFCC Bookstore

The listing of items on the bookstore will be cleaned up by MdM. Only the books published after a year of 2000 will be available from the IFCC web store. 10 copies of the IFCC Handbook 2006-2008 as well as the older books will be kept in the IFCC Archives.

10.10 Corporate Member Activities (FB)

FB reported about the meeting with SD chair MP on preparation for the next Bergmayer Conference in Eibsee 2010.

10.19 Meetings

10.19.1 Symposia

10.19.1.1 COLABIOCLI, Santiago, Chili April 2010 - subject -eLearning - proposal to be developed and submitted or

10.19.1.2 APCB Congress, Seoul, Korea, October 2010

10.19.2 Future CPD EC Meetings

10.19.2.1 Innsbruck, Austria (EuroMed09) 6 June 2009

10.19.2.2 Bydgoszcz, Poland 25-27 Oct 2009

10.20 Membership

10.20.1 To date there has been no response to the Publications/Distance Learning Coordinator call for nominations, which has a deadline of Feb 28th. If necessary, a second call for nominations will be sent out with an April 30th submission deadline. Additionally, CPD EC members will try to use personal contacts to identify potential candidates.

10.20.2 There was discussion about whether there should be a publishers representative on the CPD and it was decided that it was not necessary.

10.30 Budget

The CPD budget was approved by EB, with additional money for IT support, in Milan in November 2008.

The meeting was adjourned at 18:15.