

Meeting of the 137th Meeting of the IFCC Executive Board, February 2-4, 2019

Minutes

The 137th Meeting of the IFCC Executive Board was held in Hammamet, Tunisia at the Diar Lemdina Hotel.

Participants:

EB Members

Howard Morris	(HM)	President
Maurizio Ferrari	(MF)	Past-President
David Kinniburgh	(DK)	Secretary
Tomris Ozben	(TO)	Treasurer
Rolf Hinzmann	(RH)	Corporate Representative (Roche)

IFCC Regional Federation Representatives

Adekunle Bashiru Okesina	(ABO)	African Federation of Clinical Chemistry (AFCC)
Abderrazek Hedhili	(AH)	Arab Federation of Clinical Biology (AFCB)
Sunil Sethi	(SSE)	Asia-Pacific Fed for Clinical Biochemistry and Lab Med (APFCB)
Sverre Sandberg	(SSA)	European Fed of Clin Chem and Lab Med (EFLM)
Rosa Sierra-Amor	(RSA)	Latin-American Conf of Clin Biochemistry (COLABIOCLI)
Ann Gronowski	(AG)	North American Fed of Clin Chem and Lab Med (NAFCC)

Invited guest to specific sessions:

Philippe Gillery	(PG)	SD Chair
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1.0 Preliminaries

1.1.136 Minutes of 136th EB Meeting, Budapest, Hungary, November 8 and 9, 2018

The Full Minutes and the Summary Minutes from the 136th Meeting were amended, and approved (majority) for circulation to the EB and posting on the IFCC Website.

Action List from 136th EB Meeting

The Action List from 136th EB Meeting was reviewed. Items have been addressed or included elsewhere in the agenda.

Strategic Plan:

Review of the IFCC Executive Board Strategic Plan was deferred to the next EB meeting.

Area A: Supporting our Membership

No.	Strategic Action	
1	a) Integration of educational programs b) Continue to publicize educational resources available from IFCC c) Work with National Members and Federations to make better use of the educational resources available from IFCC d) Continue to promote communication between National Members and Federations and coordinate activities. e) Continue to develop and present a series of webinars to meet the needs of Members.	HM / CPD HM / CPD EB, Reg Fed Reps, NS representatives EB, Reg Fed Reps, NS representatives HM / CPD
2	a) Maintain and improve communication with COLABIOCLI and Members in Latin America, as required. b) Maintain and improve communication with AFCB and Members in Arab countries, as required. c) Maintain and improve communication with AFCC and Members in African countries, as required. d) Maintain and improve communication with EFLM and Members in the European countries, as required. e) Maintain and improve communication with APFCB and Members in the Asia-Pacific countries, as required. f) Maintain and improve communication with NAFCC and Members in the North American countries, as required.	RSA / COLABIOCLI AH / AFCB AO / AFCC SSA / EFLM SSE / APFCB AG / NAFCC.
3	Conduct a survey of Young Scientists, gender, geography and corporate membership active in IFCC functional groups, and develop a plan to address any disparities.	DK / CPD
4	Establish a Task Force, chaired and made up of Corporate Members, to identify and prioritize their needs, and possible projects, along with recommended membership.	HM / RH / Corp Mem reps within Divisions/ Division Exec Cttee's EC.
5	Promote to Corporate Members the use of the IFCC Registry of Experts.	RH / Corp Mem reps within Divisions

Area B: Broadening Our Horizons

No	Strategic Action	
6	To translate the principles of metrology to one new project each year in areas of laboratory medicine other than clinical chemistry.	HM / P Gillery, SD
7	Establish at least one new collaboration each year with an international clinical organisation. An international scientific association, the European Society for Clinical Cell Analysis (ESCCA, President Anna Konstanti), is interested to join IFCC.	SD to identify projects and relevant clinical organizations and send EB their priorities. EB will then help to contact clinical organizations.
8	Invite organisations from outside laboratory medicine to contribute to the IFCC meetings to promote better interaction with healthcare professionals.	HM / RH
9	Reach out to LIS vendors to collaborate on symposia presentations and development guidelines and standards of practice. Identify possible projects to standardize and harmonize post analytical LIS processes. Encourage IFCC Corporate membership.	SSE / Robert Flatman
10	Explore the use of electronic meetings by IFCC functional groups. CPD to Investigate suitable technologies	HM / CPD.
11	Explore the potential evolution of congress format to include electronic participation.	HM, JW, C-CC.

Area C: Improving the Quality of Laboratory Medicine

No.	Strategic Action	
12	In conjunction with others develop a route to laboratory accreditation for developing countries	HM / EMD, DQCLM / ASLM.
13a	Promote research demonstrating value of laboratory medicine.	HM / EMD (C-VPLM).
13b	Leverage research in 13a to promote awareness of the IFCC and the value of lab medicine.	DK/CPD
14	Strengthen the links and collaboration with the World Health Organization (WHO)	SSA / HM

Area D: Improving the Effectiveness of IFCC

No.	Strategic Action	
15	Performance evaluation of functional units including EB; hold annual meetings with Division Chairs	DK, SSA and RH
16	Develop a new fee structure and implementation plan for Affiliate members	MF, TO
17	Review and revise Strategic Plan mid-year 2019	HM and EB

2.0 Full Member Societies

2.3 Withdrawal – Suspended Members

A letter terminating membership was sent to APPLAC (Peru).

3.0 Corporate Members

3.2 Applications for Corporate Membership

ET Healthcare Inc. was approved as a new member via email.

3.3 Removal of Corporate Members:

Analix R&D Diagnostics cancelled their membership.

3.4 Annual Dues for Corporate Members

PB and TO are in communication with Biorad regarding their outstanding dues.

3.7 Task Force-Corporate Member Project – Update on formation, methods for selecting Chair and membership.

In order to strengthen the collaboration between IFCC and its Corporate Members and to better address their specific needs and challenges the EB has agreed to create a new **IFCC Task Force Corporate Members (TF-CM)** that will report directly to the IFCC Executive Board. The intention behind this is:

- Better representation of Corporate Members within IFCC and better understanding of their needs
- Receiving advice from Corporate Members to improve the practice of laboratory medicine
- Facilitate discussion among Corporate Members and identification of common topics
- Improving engagement of Corporate Members
- Direct dialogue with the IFCC Executive Board

The plan for this new Task Force has already been presented at the previous Corporate Members' meeting, and the following potential areas of work have already been identified:

- Frequency and locations of IFCC conferences
- Alternative funding structure for IFCC by Corporate Members
- Collaboration of IFCC with Clinical Societies and Regulators on guidelines
- Promote the value of lab testing

Like a typical IFCC Task Force, the TF-CM will consist of the chair and 5 other members. These are the secretary, the Corporate Representative at the IFCC Executive Board, and 3 other members. The TF-CM will have a budget of 8,000 Euro, comparable to other IFCC Task Forces. Members of the TF-CM are expected to collaborate and communicate via email and web meetings and meet at least once yearly, typically on the occasion of an IFCC

conference. The expected time a member needs to allocate is around 3-4 hours per week. The membership period is 3 years. A single extension for 3 years is possible. A letter inviting applications will be sent to Corporate Members. The TF is expected to hold its first meeting in Barcelona and at that time will discuss the Terms of Reference and if a non-Corporate professional member should be added.

4.0 Affiliate Members

4.2 Application for Affiliate Membership

SCLM Serbian Association for Clinical Lab Medicine and Science was approved via email as a new member. Official letter was sent by the IFCC Head Office.

4.4 Annual Dues for Affiliate Memberships

The EB approved the letter which will ask IFCC Council to delegate to the EB the right to set dues for Affiliates. This will be an electronic vote.

5.0 Regional Organisations

5.2 Latin-American Confederation of Clinical Biochemistry (COLABIOCLI)

A new MOU with COLABIOCLI has been drafted for signing in Barcelona.

5.4 North American Federation of Clinical Chemistry and Laboratory Medicine (NAFCC)

AG will review the new IFCC/NAFCC Agreement and obtain input from the AACC and CSCC, and advise the EB of any issues relative to signing the Agreement.

6.0 International and Professional Organisations

6.1 World Health Organisation (WHO)

The IFCC was invited to attend a WHO meeting in India but we were not able to attend. However, SSA has established a line of communication with the WHO contact and we expect to be invited to provide input to the WHO in the future.

6.13 World Association of Societies of Pathology and Laboratory Medicine (WASPaLM)

The next opportunity for an IFCC symposium at a WASPaLM conference, as part of our exchange symposium agreement, is in China this year. EB approved the symposium and the funding for HM and Andrew St. John to present.

6.22 Bureau International des Poids et Mesures (BIPM)

BIPM is working on the draft MOU. Many countries are having difficulties with NIM activities and these activities should be standardized. HM summarized the situation and asked for EB support for this project and approval to participate in meetings to move this issue forward. EB agreed.

6.50 International Laboratory Accreditation Cooperation (ILAC)

The MOU has been renewed for 5 years. The next ILAC conference is in Mexico. RSA was asked to review the program and attend the conference on those days that include presentations that relate to laboratory medicine.

Other matters

Invitation to collaborate in a Consensus Position Initiative addressing global standards in measuring lipids with International Atherosclerosis Society (IAS), EAS and EFLM. SSE will represent the IFCC EB, and other representatives will be determined by email.

The EB agreed that we will not accept a request to support Lancet Commission on Diagnosis.

7.0 Committee on Congresses and Conferences (C-CC)

7.1 Congresses and Conferences Executive Committee

The Delegate Survey was approved by the EB via email. The EB supported the recommendation to offer 3 free registrations to the next Congress to encourage delegates to complete the survey (unanimous).

There have been numerous requests from NSs and individuals in low income countries asking for support to attend the Barcelona meeting. The EB reviewed the analysis prepared

by J. Wesenberg, examining various options and the associated impact of offering reduced registrations for WorldLab or major congresses, and agreed that we cannot implement any special registration reductions or assistance for the Barcelona congress, at this date. The EB continues to encourage regional congresses, electronic resources, and the translation of documents to provide educational opportunities, and will continue to provide financial assistance through travel grants/scholarships, VLPs and PEPs.

7.2.24 IFCC WorldLab 2020, Seoul (KR)

Seoul, May 24-28, 2020

HM and RH are working on an EB Symposium proposal: "Use of Big Data to improve Health" and will share the proposal with the EB shortly.

7.3 IFCC Regional Congresses of Clinical Chemistry and Laboratory Medicine

7.3.1.15 Asia Pacific Federation for Clinical Biochemistry and Laboratory Medicine - APFCB Jaipur – Rajasthan, 17-20 November 2019

The EB will sponsor a Workshop proposal on liquid biopsy organized by MF and TO.

7.3.2.24 European Federation of Clinical Chemistry and Laboratory Medicine - EFLM EuroMedLab 2019, Barcelona, May 19-23, 2019

MF reported that they have received a record number of abstract submissions (1540). All exhibit space is booked. Corporate sponsorship is very good. A successful meeting is expected.

7.3.4.24 Latin American Confederation of Clinical Biochemistry – COLABIOCLI, Panama, September 10-13, 2019

7.3.6.15 Arab Federation of Clinical Biology – AFCB

Joint conference of IFCC, EFLM and AFCB in Tunisia in 2020

The EFLM and AFCB are planning a joint conference as a follow up to the Mediterranean Conference. The EB agreed that the IFCC should participate in this conference and named ABO as the IFCC representative. Further details will be discussed and forthcoming.

7.3.7.5 African Federation of Clinical Chemistry (AFCC) Congress, Marrakesh, September 26- 28, 2019

This conference is a biannual conference, this year in cooperation with the Arab Federation. Preparations for the conference are going well and a good attendance is expected. The EB will sponsor 2 symposium as is done for other congresses requesting support. TO, MF and SSA have been asked to present and HM will be attending as the President. If the intention is to fund speakers from VLP funds, Morocco needs to prepare the VLP applications. There is maximum of 3 VLP per conference.

7.8 Congresses with IFCC Auspices

There is some concern that the criteria for granting Auspices to meetings involving Corporate Members and IFCC Officers as independent consultants may be too restrictive. HM will revise the C-CC document and the EB will vote electronically.

8.0 Scientific Division (SD)

8.1 SD Executive Committee

PG met with the EB to update the EB on the SD activities and discuss those items requiring EB input. The EB commended PG and the SD for the excellent work that they are doing. NIBSC is preparing a new WHO international standard for human Chorionic Gonadotropin (hCG). The EB agreed via email to proceed to label the new international standard batch as IFCC / WHO material.

YS representation on Committees as of Jan 1, 2019.

It was clarified that WG members are selected by the WG Chair with the approval of the DIV Chair and EC. The members can be non IFCC members, and if they are IFCC members they do not need the nomination of the National Society.

8.2.24 Reference Intervals and Decision Limits (C-RIDL)

Y. Ozarda (TR) was approved via email for 2nd term as Chair.

8.3.39 Standard of Albumin in Urine (WG-SAU)

L. Bachman (US) term was granted a 1 year exceptional extension as WG-Chair via email.

8.3.41 Joint Committee for Traceability in Laboratory Medicine (JCTLM)
Drs. Ian Young as Chair, Anja Kessler and Gary Myers as members were approved via email.

8.31. Contingency Fund.
This term will not be used in the budget in the future. Specific items need to be identified.

9.0 Education and Management Division (EMD)

9.2.10 Committee on Internet and Distance Learning (C-DL)
The AACC and IFCC are working on an agreement relating to the translation of the Pearls of Wisdom videos into Spanish.

9.2.15 Committee on Proficiency Testing (C-PT)
Reimbursement of Corporate members on committees (TO)
It was confirmed that the same reimbursement rules are applied to Corporate members and other members on committees.

9.2.16 Committee on Value Proposition for Laboratory Medicine (C-VPLM)
The C-VPLM requested to use CHF 1,000 of their committee budget to fund a Workshop at the Oxford University. The request was approved.
The VLP funding for 2019-2020 is in place. There is a surplus of approximately CHF 19,000 remaining from 2018 due to overestimation of expenses relative to those actually claimed. For this year's budget the VLP funds will be considered to be 30% over actual to allow for final expenses being consistently lower than estimated.

10.0 Communications and Publications Division (CPD)

10.1 CPD Executive Committee
Prof Rajiv Erasmus was approved as the Chair of C-PR (via email). Rajiv will resign from his other IFCC positions.

11.00 Emerging Technology Division (ETD)

11.1 Update the EB on progress with the new Division
Some concerns regarding the new ETD were expressed at the GC by Corporate members and non-Corporate members. The EB is in favour of the ETD but does agree that, in some areas, it needs better definition, and progress should be closely monitored. At this time the EB is supporting the 3 committees only. The EB agrees that there needs to be at least one full Corporate Member on each Committee.

12.0 IFCC Awards

12.1 Awards Committee
The revisions to Award names and agreements are in progress.

13.0 Special Projects and Task Forces

13.1.1 Task Force on Ethics (TF-Ethics)
E-learning course on ethics for IFCC officers and lab professionals (AG).
The TF-Ethics has requested feedback from the EB on the content for the ethics course(s). The intent is that, as a minimum, everyone would view the videos and would then sign that they have viewed, understand and will comply with the Ethical Standards of the IFCC. It was also suggested that the TF-Ethics contact the C-DL for input on the design of the ethics courses.

13.1.6 Task Force for Young Scientists (TF-YS)
New members approved (via email): Ashlin Rampul (South Africa), Giulia Sancesario (Italy) and Joe El-Khoury (USA).

13.1.12 Special Project on History
HM has contacted PW regarding the Special Project on History. There are 2 parts to the History Project. The first is a history of the National Societies. Currently there are histories on 50 of the 92 members. The second part is to review the collection of achieved IFCC records (8-10 boxes) stored at Head Office and determine what should be kept or

discarded. Suggestions included getting all material scanned or hiring a student to go through the material. MF will provide the name of a commercial company they have used.

13.2 Professional Exchange Programmes

Update on PSEP and PMEP applications

There is currently CHF 35,500 remaining of the CHF 40,000 total funding for PEP.

13.3 Roche Travel Scholarships

There was discussion on which meetings to fund from the Travel Scholarships. TO suggested that the funding be spent where it is allocated in the budget.

15.0 Financial Matters

15.1 Organization of Finances - Treasurer's Report

15.2 Budget

The budget for 2019 as presented by TO was reviewed and adjusted. The final budget was approved by email.

15.3 Income and Expenditure

TO reviewed the current income and expense summary and no issues were identified. The final audited report for the 2018 fiscal year is being prepared.

15.5 Guidelines for Industry Support

It was confirmed that the funding support for Corporate Members on IFCC Functional Groups is the same as for the other members.

Process for IFCC agreements/contracts relating to Functional Group support from Industry, including signing authority and charging an "overhead fee"

DK will draft a revision to the section of the PM regarding corporate funding and send to Philippe, Rolf, Tomris and HM for review, then to the rest of the EB. Subsequently, it was decided by email to discuss this issue in person at the next EB.

EB agreed to charge a one-time management or overhead fee on new funds raised by functional groups for research projects or studies. The fee will be 5% of the total funding to a maximum of 1,000 CHF on a 20,000 CHF grant.

16.0 Organisational Matters

16.1 IFCC Office

Secretarial support for EFLM (TO)

The EB approved the salary adjustments for the Head Office staff.

16.3 Nominations Committee

Graham Beastall was appointed as Chair (via email). Federation representatives will be included on committee plus Bernard Gouget and MF.

16.4 Annual Report.

Requests have been sent to EB Officers, Members, Federations, and Functional Groups to provide reports for the Annual Report.

16.5 Procedures Manual

Update on progress with revision of Procedures Manual.

DK is working with MF on revisions to the Procedures Manual, including suggestions made by the EB. Appropriate sections will be sent to EB members for review and suggested updates.

16.8 Numbering System

PB will provide a number for the new TF-CM.

16.40 Other business:

Directors and Officers liability insurance for EB

The final contract will be circulated to the EB when signed.

18. IFCC Foundation for Emerging Nations (FEN)

FEN has identified 2 potential sources of funding for the Adopt a Professional program. FEN has the funding to continue to operate. The EB congratulates the FEN for their determination and this success.

19.0 Meetings

19.6 General Conference

19.6.14 Budapest, 2018

DK prepared a preliminary comparison of the GC pre-conference survey to the EB Strategic plan. Many issues are covered. Some are beyond the scope of IFCC. DK and HM will complete a more intensive comparison for review with the EB.

Guilaine Boursier prepared a brief summary of the GC post-conference survey. An analyst from DK's laboratory did a detailed analysis. Meeting response was very positive but there were some valuable suggestions that should be considered for the next GC. The new format and reduced length were strongly appreciated by delegates. RH suggested that in addition to evaluation of the sessions, we should consider feedback on each presenter. The posters that were presented were well received and AH suggested that each Federation could present their activities on a poster, instead of as part of their oral presentation that should focus on the important laboratory medicine issues facing the Federation.

The IFCC Office conducted an evaluation of the travel costs compared to what might have been achieved with a central booking agency and did not find a significant difference.

GC attendance at sessions was monitored and considered reasonable.

The final cost of the GC was less than budgeted, due to the European location and in part due to a significant savings on VAT. It would be desirable to hold some GC meetings outside of Europe but this will depend on the financial analysis

The EB congratulated the Organizing Committee, MZ Congressi, the IFCC Office Staff and TO for the success of the General Conference.

In future GCs we should ask that all reports emphasise the most important things that are being done and the most important issues that the region is facing, and what lessons they can offer to others. The Federation presentations can be made by the Federation EB representation or by the Federation President, as they decide. We need to be sure that all Federation Presidents get an invitation to the GC. It is understood that this was the first year for this new format and the challenge is for this EB to pass along the lessons learned to the next EB.

19.80 Executive Board Meetings

2019 meetings

Tunisia, 2-4 February 2019

The EB extended its thanks to AH and STBC for their invitation to come to Tunis and for their assistance in organizing such a successful and enjoyable conference and EB meeting. Barcelona 2019, 19 (morning only), 24 (full day). 25 May (morning only). Jaipur, 21-23 November 2019 (after APFCB Congress, 17-20 Nov).

Meetings with Divisions' Chairs:

February 2nd – Tunisia: SD – Philippe Gillery

May 19th – Barcelona: EMD – Leslie Lai

November 20th – Jaipur: CPD and ETD – to be determined