

**International Liaison Committee on Resuscitation Business Meeting**  
**Blue Grass Resort**  
**Recife Brazil**  
**Thursday 18<sup>th</sup> September 2003 8am**  
**Minutes**

Welcome: Bill Montgomery welcomed all delegates and observers to the meeting.

Present: (Delegates\* Observers+)

**American Heart Association**

Bill Montgomery\*  
Graham Nichol\*  
Bob Hickey\*  
Mike Mattes\*  
Mary Fran Hazinski+  
Jeff Perlman+  
Vinay Nadkarni+  
Mike Bell+  
Jack Billi\*  
Bob Berg+  
Bob O'Connor\*  
Steve Schexnayder\*  
Tanya Semenko+

**European Resuscitation Council**

Tony Handley\*  
David Zideman\*  
Jerry Nolan\*  
Leo Bossaert\*  
Charles Deakin\*

**Heart & Stroke Foundation**

Michael Schuster\*  
Marc Gay\*  
Elinor Wilson\*  
Mark de Caen+

**Resuscitation Council of South Africa**

Walter Kloeck\*  
Ashraf Coovadia\*

**Australia & New Zealand Councils on Resuscitation (ANZCOR)**

Pip Mason\*  
Ian Jacobs\*  
Judith Finn+  
Jim Tibballs\*  
Jeff Wassertheil+

**Inter-American Heart Foundation**

Sergio Timerman\*  
Saul Drajer\*  
Edison Paiva\*

**Japan**

Dr Okada+

**Minutes:**

Corrections: Marc Gay was omitted from the delegates list in the Dallas meeting minutes

Moved to accept as corrected: Jack Billi

Seconded: Sergio Timerman

**Matters Arising**

**Logo:**

Samples of a number of different logos were available for representatives to comment on. They are just the beginning and Pip would like feedback on current samples and suggestions for change.

### **Website**

Ian Jacobs reported that once we register our website we can be up and running. The site address will be [www. ILCOR.org](http://www.ILCOR.org)

### **Incorporation**

Bill reported that he, Ian, Leo and Bob were investigating this. We need to look at being an incorporated society. This is fraught with difficulties. To register is easy but insurance will be expensive to have international coverage for ILCOR activities. Insurers would need a plan of activities. Bill said this would be the same from the AHA's perspective. It is not a simple move. Once we incorporate we become legally responsible, it is a legal entity. However this could be worked through but at some cost. Leo reported that through his investigations an Insurance company may be prepared to look into insurance cover for approx 4,000 euro initially then an annual fee. Legal fees are covered by insurance. We do become liable for anything we produce in terms of guidelines. We would need to produce an annual report. Need to have statutes 3 members' minimum and there would be a minimal fee. We need to have an administrative person to do this. The person would not need to be situated in Belgium; it could be anybody within ILCOR. As long as a budget is prepared by a professional and we have a legally recognised administrator we would not need to be audited.

Bill asked delegates for their thoughts. Do we split it between councils?

Elinor asked if any one else had done any investigating eg with the World Heart Association. We need a place to hold money and be accountable. Could we become affiliated with WHO? If ILCOR wanted to apply to a multcentre for research funds we would have to be incorporated and not for profit. This could give us some credibility when applying for funding (Mike Mattes). South America is not incorporated as yet, however they are in the process of doing so. It is difficult to know what the true cost would be including the running costs to maintain staff. All delegates were in favour of drawing up a budget to have a look at what the costs might be including staff costs.

We need to develop something more formal. Leo and Bill will do this. The Belgium insurers suggested this in order for us to get a good overall picture of where we are at.

### **Cochrane Collaboration**

Ian reported that everything is set up and we can now feed into Cochrane and vice versa. We are now a sub group of Cochrane Heart Group. So far we have had four requests to review Cochrane protocols. Ian has sent out to Jeff and Peter (Aus). Title is ILCOR Cochrane Liaison. Protocols approved first then the review proceeds. Judith has protocols and review process on laptops for people to view.

### **Worksheet Experts**

There will be two worksheet experts. Peter Morley has been appointed but is not able to be present at this meeting. One other yet to be appointed.

### **Task Force Reports**

#### *Advanced Life Support - Walter Kloeck*

Most reviewers and topics have been confirmed. Will be checking today that everything has been covered, if not it will be by the end of the day. Looking at conflict areas of review from other task groups.

List of top 10 hot topics have been identified which need to be addressed urgently.

Have worksheets for presentation

There will be a new ALS task force chair in the future as Walter is too busy to do this job. It is hoped that this can be confirmed by the end of the day.

#### *Basic Life Support - Tony Handley*

Identified 7 headings for topics.

Topic leaders for each 55 questions with 2 additional ones. Identified reviewers for all except 2 questions.

Need an AHA and a non AHA reviewer for these two questions

Have identified and sorted overlaps.

#### *Paediatrics - Bob Hickey*

There has been a great response with an influx of worksheets.

Volunteers from outside councils have been commandeered to help

12 worksheets submitted on 9 topics.

Top 10 will be discussed and refined further today looking at the criteria.

#### *Interdisciplinary - Judith Finn*

They now have 7 topics which is more manageable. An overlap had been identified with audio prompt teaching. Will be looking for some Europeans for topics that they have to date.

### **Advisory Statements - Jerry Potts**

Drowning advisory statement will be ready for publication in October.

A one layer review has just been completed by the AHA. Any changes will be sent to Resuscitation to ensure the statements are published simultaneously. There are a few sensitive issues re copyright etc. These will be addressed in the next day or two. Jerry will report back on Saturday

### **Education - Mary Fran Hazinski**

Education Advisory Statement has been sent to circulation and Resuscitation for publication. At the same stage as drowning probably will be in October

### **Registry Advisory Statement - Jerry Nolan**

This was not ready for this meeting. Draft will be out in 3 weeks with comments back and then published in 6 weeks. Draft hopefully ready by end of this meeting. Will be circulated to all ILCOR members to look at review and send back. Important to get statement out as soon as possible.

### **Timetable for Future Meetings - Vinay Nadkarni**

Dallas 23-26<sup>th</sup> March 2004.

Budapest 12/13<sup>th</sup> September 2004 in association with next ERC meeting.

International Consensus 2005 conference Jan 23-30<sup>th</sup> Dallas.

Publication November / December 2005.

Should we have a sign off meeting? Walter proposed we have a meeting after the consensus conference. Sign off meeting could be in South Africa (proposal from Walter). It was difficult to get consensus from councils last time before final publication. So the feeling is that we should have a final get together to get final document approved prior to publication. Possibly May 2005 in South Africa. Concern was raised by delegates that often when meetings are held in Dallas there are always a lot more AHA people. Is there a better way of doing things so that the process is better when we go to Dallas? Jack and Bill were asked if they could look at doing something to improve the Dallas meetings. ILCOR meetings should be kept just to this group and AHA keep the extra people for other times. Jack asked if the concern was too many AHA observers then that is different from the activities being obstructed.

Tony agreed that there were a lot of AHA observers at the last meeting. It can be useful but it gave the impression they are part of the meeting. The observers seemed to have the impression that it was an AHA meeting. Pip pointed out there is no guideline for observers therefore they do not know what is expected of them. David agreed if a person comes as an observer they must know the rules. If they want to contribute, they should do this through their own councils. We do need observers and they do have good ideas. Also they may be the people who can follow on as people resign from the group. We need to bring in the ones who may be adding to the process in the future. We spend too much time going back over things otherwise. We do not need a secret society. Leo agreed we need observers on board and suggested the chair of ILCOR might like to develop rules for inviting observers from each organization and also guidelines on how to fulfil the role.

### **Action:**

Bill, Jack and Jerry will do the guidelines.

Walter asked whether the AHA meetings are held first, after or during the ILCOR meetings. The next AHA meeting is spring 2004. ILCOR first and AHA second. Vinay confirmed the current thinking for the spring meeting. Day one ILCOR business first, then split into task force groups to focus on the review. This will be combined with AHA subcommittees and observers and will be conducted by ILCOR chairs. Day two will be ILCOR and Consensus on Science Development Group. Day three will be for AHA. The AHA subcommittee people would be observers. There will be 3 groups.

Mary Fran asked that an extra effort is made to articulate the guidelines for observers at these meetings.

Walter proposed that publication be 2006 rather than December 2005. This will be discussed when the meeting reconvenes.

There being no further business the meeting closed at 12.30pm

**ILCOR Business Meeting Continued**

**Saturday September 20, 2003**  
**11am**

Apologies  
Pip Mason (ANZCOR)

Present:

**American Heart Association**

William Montgomery\*

Jack Billi\*

Bob Hickey\*

Mark Mattes\*

Vinay Nadkarni+

Graham Nichol\*

Steve Schexnayder\*

Bob O'Connor\*

Mary Fran Hazinski+

Mike Bell+

Jerry Potts+

Tanya Semenko+

Bob Berg+

Jeff Perlman+

**European Resuscitation Council**

Jerry Nolan\*

Dominique Biarent\*

Leo Bossaert\*

Charles Deakin\*

Anthony Handley\*

David Zideman\*

**Heart and Stroke Foundation of Canada**

Allan de Caen+

Michael Shuster\*

Elinor Wilson\*

Marc Gay\*

**Resuscitation Council of Southern Africa**

Ashraf Coovadia\*

Walter Kloeck\*

**Australia & New Zealand Councils on Resuscitation (ANZCOR)**

Ian Jacobs\*

Judith Finn+

Jim Tiballs\*

Jeff Wassertheil+

**InterAmerican Heart Foundation (ILCOR Members and Observers)**

Sergio Timerman\*

Saul Drajer\*

Edison Paiva\*

**Japan**

Kazuo Okada+

ALS Chair.

Walter Kloeck is resigning due to work commitments.

Charles Deakin will be ALS chair from now. Peter Morley will be chair in 2006.

ILCOR copyright and incorporation issues

After lengthy discussions, an agreement has been reached. Consensus on Science publication will be published simultaneously in both Resuscitation and Circulation. ILCOR, AHA and ERC will hold joint copyright. ERC and AHA will cooperate in defence of the copyright, if needed, in combination with the publishers.

ERC, AHA and publishers will cooperate on prompt translations.

ILCOR will consider a brief summary document planned for wide distribution.

ILCOR will pursue incorporation/registration as a not for profit entity in some country, at a projected cost of about \$US 500. Insurance will be needed. Insurance issues need to be further investigated. This would include legal protection for persons working either for pay or as volunteers on ILCOR activities. ILCOR will need accounting infrastructure and the ability to generate funds. To generate revenue, the financial margins from the distribution of the Consensus on Science could be split with a portion going to ILCOR. This could be used as a model for other ILCOR publications going forward.

Discussion: other councils need to be listed in the agreements. The wording needs improvement, since copyright now says "ILCOR/AHA/ERC" and ILCOR includes AHA and ERC.

How will costs of incorporation need to be covered? Prior consideration was given to a membership fee for each resuscitation council. No new discussion occurred on this proposal. Costs will need to be apportioned among member organizations. This will pose problems for many councils.

**Action:**

ILCOR Executive Committee will pursue the details of incorporation.  
Passed unanimously.

**Future Meeting Dates**

Dallas, March 24-25, 2004

Budapest September 12-13, 2004 (must arrive night of the 11<sup>th</sup> to start early on the 12<sup>th</sup>)

ERC meeting is Sept 9-11

C2005 January 22-30, 2005

**Meeting Format Feedback:**

Format fine.

Break time good.

We need time to share conclusions among groups at end of each day and troubleshoot.

**Issues that cross Task Forces:**

Best to schedule time for cross-Task Force issue resolution. Several options: Schedule time for the entire Task Forces to spend time to resolve issues. Alternate proposal: crossover meetings only among chairs. Chair breakfast not enough.

**Products:**

Jerry and Mary Fran will share sample drafts of Consensus on Science Statements (contrasted to Guidelines) to get feedback. Will issue glossary of terms and nomenclature for documents and figures. Task Forces need to sort the references to be included and those to be archived.

RESS Meeting in Orlando. 11/2003

Thanks to Vinay Nadkarni, Bill Montgomery and the Brazilian Hosts.

**Actions:**

1. Written approval of ILCOR member organization of publication and copyright strategy (BM&JN).
2. Written approval of LWW and Elsevier regarding the shared copyright (MB&LB).
3. Explore added value of producing and selling booklets (popular version of COS article) (MB, LB, JN, BM)
4. Write rules and seek written approval of LWW and Elsevier regarding the derived products (translations, "science booklet") (MB, LB)
5. Explore Insurance/legal support according to job description of ILCOR (LB)
6. Create revenue sharing agreement between AHA and ILCOR and ERC and ILCOR that guarantees a return of 50% of net revenue from COS sales by AHA and ERC back to ILCOR.

NC = declared no relationships with potential for conflict of interest

PC = disclosed relationships with potential for conflict of interest, detailed below

Disclosed relationships with potential for conflict of interest:

Mary Fran Hazinski: received past funding from 2 AED manufacturers. One of the manufacturers funded a study published this year. The relationships have never included salary support. No current funding outside current employer and AHA.

Graham Nichol: unrestricted grants from 4 AED manufacturers for out of hospital cardiac arrest registry; co-investigator for PAD trial.

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What is this?