

Minutes of Meeting – 27th General Assembly

Meeting date	6 th November 2008
Location	New Orleans - USA
Attendees	<p><u>ILCOR Delegates</u> Vinay Nadkarni (co-chair), Jerry Nolan (co-chair), Bernd Bottiger, Charles Deakin, Dominique Biarent, Leo Bossaert, Koen Monsiers, Ruud Koster, Bob Neumar, Michael Sayre, Diane Cave, Bob O'Connor, Monica Kleinman, Mike Bell, Walter Kloeck, Ashraf Coovadia, Peter Morley, Jim Tibbals, Allan De Caen, Michael Shuster, Andrew Travers, Kazuo Okada, Swee Han Lim, Tetsuo Hatanaka, Saul Drajer, Sergio Timmerman, Bill Montgomery</p> <p><u>Observers</u> Brian Eigel, Mary Fran Hazinski, Tanya Semenko, Whitman, Bob Hickey, Christophe Adrie, Laurie Morrison,</p>
Apologies	Nil

Summary of Actions

Item No	Action	Action By	Date
3a	It was moved that Leo Bossaert should seek 2 additional quotes based on same specifications and, if the quotes are within 15% of the quote we currently have, the ILCOR exec should proceed with awarding the contract to the company that submitted the quote we have already examined.	Leo Bossaert	Nov 2008
		ILCOR exec	Early 2009
3b	Utstein formula for survival	Jerry Nolan	Mar 2009
3d	ILCOR Clinical Trials Statement	Laurie Morrison	Mar 2009
3x	Definitions of Utstein document and Utstein style documents	Walter Kloeck	Mar 2009
5.0	Create A3 examining possible use of ILCOR funds	ILCOR Executive	Mar 2009
11.0	Identify candidates for the position of worksheet expert	All members	immediate

Minutes

Item No	Description / Discussion	Action By	Date
1.0	<p>Meeting Opened</p> <p>The Co-chairs welcomed delegates and observers. Delegates introduced themselves and declared any conflicts of interest</p>		
2.0	<p>Minutes of ILCOR meeting Ghent May 2008</p> <p>Vinay Nadkarni outlined the action points of the meeting. All of the action items were on the agenda for further discussion.</p> <p>Minutes accepted Carried</p>		
3.0	<p>Matters arising from the minutes</p> <p><u>a) ILCOR website (Leo Bossaert)</u> <u>Leo Bossaert</u> clarified details of the website proposal. As submitted, it will cost ~\$5200 USD to set up the website then 250 euros a year to maintain. Changes to the website content can be done by us without technical assistance. The proposed ILCOR website will link to the AHA repository of worksheets which remain on the AHA site. The firm that submitted the quote is the same company that developed and maintains the ERC website and is doing a good job.</p> <p>It was moved that Leo Bossaert should seek 2 additional</p>		

	<p>quotes based on same specifications and, if the quotes are within 15% of the quote we currently have, the ILCOR exec should proceed with awarding the contract .</p> <p><i>Moved: Koster Seconded: Kloeck CARRIED</i></p> <p>b) Utstein formula for survival No progress to report. Jerry Nolan will pursue.</p> <p>c) Utstein templates update A IA letter was submitted to Resuscitation by Douglas Chamberlin and Mickey Eisenberg – they point out that on the new template, sudden VF no longer seemed to be a distinct reportable entity. Vinay Ian Jacobs and Vinay have written a response on behalf of ILCOR clarifying that it is our intention that sudden VF continue to be captured</p> <p>d) ILCOR Clinical Trials Statement No progress to report. Laurie Morrison advised that she will follow up on this statement and will report to the ILCOR executive.</p> <p>A discussion on the criteria for Utstein document and Utstein style documents were discussed. Walter Kloeck agreed to define the concepts for the group.</p>	<p>Bossaert ILCOR Exec</p> <p>Jerry Nolan</p> <p>Laurie Morrison</p> <p>Walter Kloeck</p>	<p>Nov 2008 Early 2009</p> <p>Mar 2009</p> <p>Mar 2009</p> <p>Mar 2009</p>
4.0	<p>Co-Chairs Report</p> <p>Vinay Nadkarni thanked the AHA for providing ILCOR members with a confidential and embargoed copy of their statement on hands-only CPR,(with permission of the publisher and signed confidentiality statement) before it was released. It was important for ILCOR members to have knowledge of the statement so they could develop their own position and the courtesy was appreciated by all of the members.</p> <p>A brief discussion took place on divergent guidelines after agreement on science.</p>		
5.0	<p>Treasurers report</p> <p>Jerry Nolan reported on David Zeideman's behalf that our current balance is €22,521.36 with 2 councils overdue in their submission. With expected 2008 dues of €8,700, our balance will be €31,221.36.</p> <p>The benefits of using some of the money to hire the services of a search librarian was discussed. Leo Bossaert advised that we should consider part-time support staff. Vinay Nadkarni suggested that an A3 examining uses of the money should be prepared by exec to table for next meeting</p>		
6.0 & 7.0	<p>Council Reports & Council plans for guidelines 2010</p> <p>ERC – reported by Bernd Bottiger ERC guidelines conference would take place on Dec 2-4 2010 in Porto Portugal to present ILCOR process and ERC guidelines</p>	<p>ILCOR Executive</p>	<p>Mar 2009</p>

Beginning in 2009, the ERC will hold a resuscitation symposium every year instead of every 2 years with each second year being a smaller conference. In 2009 the symposium is scheduled for Oct 3-4 in Cologne on the theme of: Education – How can we teach Europe?
An overview of the EURECA initiative was provided. This is a European registry of cardiac arrest that will coordinate existing registries and expand to European countries without a registry.

ANZCOR – reported by Peter Morley
Spark of Life will take place April 31st and May 1st and 2nd 2009. A guidelines conference will be held in 2011.
They continue with their system of continuous review and release of changes to their guidelines.

IAHF – reported by Saul Drajer
The meeting planned for Brazil this year was suspended due to the world economic situation. It has not yet been rescheduled.

HSFC – reported by Allan DeCaen
HSFC is holding meetings in early December to plan the 2010 guidelines rollout.
There has been a recent restructuring of HSFC support staff.

AHA – reported by Bob O'Connor
AHA has a new CEO - Nancy Brown
The AHA has made some new initiatives in areas of regionalization and CPR in schools among others.
A new products committee has been formed for 2010 and they are hoping for a seamless rollout. One of the things they will work on is in creating an effective transition package.
There have been a number of publications coming from ROC that have appeared in NEJM and JAMA.

RCSA – reported by Walter Kloeck
Many worksheet authors have been recruited. The hands only CPR concept has been of great interest and has generated much discussion.
The plans to expand resuscitation efforts to the rest of Africa have been slowed because of the adverse world financial situation.

RCA – reported by Kazuo Okada
The RCA has held its general assembly. Members are Singapore, Taiwan, Korea, and Japan. The Philippines, Sri Lanka, India and Indonesia are considering associate membership.

8.0

C2010

Bob Hickey presented the proposed conference schedule and a discussion of time required by the task forces ensued. It was determined that an editorial meeting should take place on the Sunday evening prior to the start of the ILCOR sessions. The pros and cons of having a poster session were discussed. The general consensus was that poster discussion was difficult to capture and the time could be better spent in other ways. Conference calls and internet presentations of less controversial worksheets will be pursued.

	<p>How to handle overlap and controversial topics requires further discussion.</p> <p>Dr. Okada asked that consideration be given to identifying worksheet authors from Asia to present at the Osaka meeting as this would give the meeting a very high profile within Japan and Asia.</p>		
9.0	<p>Osaka meeting</p> <p>Meeting dates: Business meeting March 16th evening, ILCOR meetings March 17th and 18th, and a resuscitation symposium March 19th featuring resuscitation experts from around the world.</p> <p>ILCOR meeting attendees are invited to attend the symposium at no charge.</p>		
10.0	<p>Format of future ILCOR meetings</p> <p>The frequency of required meetings was discussed and the possibility of an annual face-to-face meeting with, perhaps, quarterly web-based meetings where document sharing could occur was explored.</p> <p>Some of the major problems with biannual meetings are expense – which may lead to over-representation by rich councils, diversion of funds from local resuscitation activities, cost-effectiveness – and time.</p> <p>A discussion took place on whether a consensus conference was necessary for 2015 or whether it could be delayed for a number of years or whether a different format for changing treatment recommendations should be considered.</p>		
11.0	<p>Other business</p> <p>Ian Jacobs and Dianne Atkins have been hired as worksheet experts. A 3rd worksheet expert has not yet been identified. Names of suitable candidates should be forwarded to Bill Montgomery ASAP.</p>	All members	immediate
12.0	Meeting closed		