

# Meeting Minutes Executive Summary

Process and Conference Planning Committee

## Meeting Logistics

### Location:

American Heart Association National Center Dallas TX

## Meeting Attendees

(X indicates team member attended meeting)

Jack Billi  
Peter Morley  
Mary Fran Hazins  
Monica Kleinman

## Executive Summary

### Time

## Meeting Minutes

Topic	Discussion Points
<b>Meeting Purpose</b> Topic 2	ILCOR Continuous <b>Discuss Point: t</b> <ul style="list-style-type: none"> <li>Review/Refi</li> <li>Confirm that</li> <li>How to acc</li> <li>Address Iss</li> <li>Create timel</li> <li>due.(project</li> <li>Create Job o                         <ul style="list-style-type: none"> <li>Librarian</li> <li>TFCC</li> <li>TF membe</li> <li>E3</li> </ul> </li> </ul>
Topic 4	<b>Discuss Point: T</b> early in the mee <b>On line CoSTR -</b> <b>form.</b> A hybrid wit were reviewed dt continuous updat <b>C2015 Conferen</b> <b>Conference occu</b> <b>discussion.</b> The C effort of continuo possibly internati <b>Council Guideli</b> An IPAD App wa
Topic 5	<b>Discuss Point: I</b> Pros and cons fo acknowledged th creating a challer Concern was exp SharePoint and S SharePoint is a s version control. S TFCC to do their

	<ul style="list-style-type: none"> <li>The decision July 1, 2012 to bi</li> </ul>
Topic 6	<b>Discuss Point:</b>
Topic 7	<b>Discussion Poir availability</b> <ul style="list-style-type: none"> <li>How does IL</li> </ul>
Topic 8	<b>Discussion Poir</b> ILCOR website n <b>Executive summa</b> satisfactory and p (topics) and upda Modify CoSTR w a change online :
Topic 9	<b>Discussion Poir</b> <ul style="list-style-type: none"> <li>GRADE anc</li> <li>Process for</li> <li>Process for</li> <li>Effort to sele</li> <li>Best EVREY</li> </ul>
Topic 10	<b>Discussion Poir</b>
Topic 11	<b>Discussion Poir</b> o All funding f appeal first t Need to respect t o Must be timo o First Aid sho o Stroke will n o Delete devic will share lis and ALS by • Tasks shoul <b>questions at</b> • COI should • TFCCs and • Prioritize qu guided by ce reduce the r questions • Create dash PICO questions c
Topic 12	<b>Discussion Poir</b> <ul style="list-style-type: none"> <li>Nominations</li> <li>2 from each</li> <li>funded by c</li> <li>COIs neces</li> <li>Draw from c</li> <li>TFM respon</li> </ul>
Topic 13	<b>Discussion Poir</b> <ul style="list-style-type: none"> <li>Position disc</li> <li>essential qu</li> <li>Major respo</li> <li>No librarian:</li> </ul>
Topic 14	<b>Discussion Poir</b> Compensated po Peter Morley Nor
Topic 15	<b>Discussion poir</b> <ul style="list-style-type: none"> <li>AHA needs</li> <li>process anc</li> <li>Compensated po</li> <li>Michael Sayre nc</li> </ul>
Topic 16	<b>Discussion Poir</b> need will be esta
Topic 17	<b>Discussion Poir</b> <ul style="list-style-type: none"> <li>2012 Vienna</li> </ul>

	for delegate concept and <ul style="list-style-type: none"> <li>• <b>2013</b> Meetir Life (April 18 (Sunday, Mc  <b>2014</b> Meeting –H</li> </ul>
<b>Topic 18</b>	<b>Discussion Poir</b> <ul style="list-style-type: none"> <li>• <b>References</b></li> <li>• Numbering/</li> <li>• Current end</li> <li>• use PubMed</li> <li>• include in in</li> <li>• Michael and</li> </ul>
<b>Topic 19</b>	<b>Discussion Poir</b> adapted from GR

Action Items	
ID	Description
6-3	Identify who are i into process
6-23	crowd source the junior learner
6-23	Need a process f
7	Journal relationsl availability (use)
8	Continuous evide
8	iCoSTR
	Where to house o
8	Executive summa
8	On line CoSTR d contributes who i
9	Evidence Evalua orientation
10	non AHA COI pe
	First Aid should b chairs and memt
11	Reassign adjunc to the respective
11, 12	Task Force Co C and be sure they
12	Task Force Mem
12	Task Force Priori
13	Librarian Job De:
14	Evidence Evalua
15	Content Expert (S
18	Residual End No system for citatio
19	New tools to be u


SHAPE \\* MERGEFORMAT