

## Officer Call notes 26 April 2018 3:00-4:30 PM Central Daylight time.

- **Matters arising from minutes 22 March 2018**-approved with 2 issues discussed.
  - **Membership issues clarified**
    - India to receive an invitation to attend Chicago in an observer status and granted a 3-year observer status.
    - PARC and AaRC invited to attend Chicago as a one-time observer.
    - IFRC should move ahead with core group of Zideman, Singletary, Nadkarni, McMaster, Pascual with expectation that IFRC could be a collaborative member by Chicago.
    - India and PARC and AaRC could attend Bologna touch point but plans for that are still evolving.
    - **Action:** Bill to send draft letters to Vinay, Bob and Gavin to go to above with explanations.
  - **Registries**
    - Taku is moving forward with a paper. Board asked that name be changed to a “dashboard” of registries.
    - Taku to forward paper to Gavin and Bob for review by Board
    - Taku plans to present findings in Chicago
- **Circulation article** authored by Neumar/Perkins
  - Circulation would not take the 25<sup>th</sup> anniversary paper but would accept a “perspectives” limited word, 2 author paper.
  - Bob distilled 25<sup>th</sup> anniversary paper and strategic plan and penned the article
  - It has been accepted with revisions. Board made edits to text and figure and Bob will resubmit
- **Science Advisory Statements**
  - The writing group chairs have been contacted by the staff and council nominees added to the writing groups.
  - ILCOR CoSTR has been published today in Resuscitation and Circulation – staff to send out congratulations to the authors
  - Morrison has completed and returned the A3. Waiting on Nadkarni and Brooks. **ACTION: AHA staff (Matt/Eileen) to encourage submission.**
  - MOC process in June will consider SAS. ILCOR guaranteed 3 slots but MOC rep needs to talk with AHA staff and writing group chairs-**ACTION: Matt to arrange. Eileen to speak with MOC chair regarding ILCOR positioning.**
  - **Action: (Nolan)** In hospital Utstein has 6 months for the external peer review and should be completed by July/August 2018
  - A revision of an older SAS is subjected to the same process for updates as for the new proposals
  - Duplication of AHA and ILCOR SAS statements is possible if not monitored. A process is needed to determine who will write on what and when. We share the same staff (Noelle), but do not really have a good process for this. **Action: will discuss further next meeting.**
- **Digital Communications Working Group** update (Ilcor.org/costr)
  - Site is up and running. Problem exists with comment box for some. Koen knows
    - Struggling with Twitter, but situation is improving. AHA will send to about 250,000 on it’s list.
    - Perhaps too many clicks to get to where to comment and you have to register before you can comment but COI requires this.
  - The budget for the initial work is expended and no extra funds are available; however, Koen will see what ERC can do, to make a few improvements in this FY.
  - **Action: Congratulations to DCWG and Koen and Heleen in particular for work to date.**
- **CEE WG** update

- **Dashboard-** Dashboard gives a very good picture of the progress – everybody is doing fairly well: dispatching is clearly behind, as is control of bleeding. No penalties in the current contracts for the KSU and reviewers, needs to be built in the new contracts. Extra people promised to be brought in to meet the dead line June 23. June should be the time to start with a formal evaluation of the new process.
- **KSU/ESR nominations/selection process**
  - 12 ESR applications, 3 KSU applications
  - CEE WG to select next Monday
- **Plans for evaluation of CEE process**
  - The strategic plan calls for an evaluation of the new CEE process once the pilot period has been completed (? June/July 2018). A decision has to be made of who is to do the evaluation. Task Force chairs needs to be actively involved. KSUs to be specifically looked at. Should ILCOR have somebody from outside to do the evaluation? There is an evaluation group inside AHA that could be used also. Not only the reviewers but also the domain leads and others involved in the process should be evaluated. A survey would be an important part of the evaluation. There cannot be a pause in the CEE process to do the evaluation.
  - **Action: contract the next round of reviewers this summer to do systematic reviews and CoSTRs and plan the evaluation of the CEE process at the same time, then do the evaluation after summer and take the results to the face-to-face meeting in Chicago. Bill and Eileen to contact AHA department to see if we can have some in kind assistance.**
  
- **Chicago agenda**
  - Specific guidelines for how to build the program is needed from the board
  - CEE will not take the lead
  - Perkins and Neumar will come up with a draft for the program and the board will take the lead for the process
  - Suggestions for points in the program is going to be asked from each member council
  - A dedicated call for planning is going to be the next monthly call of the board
  
- **ILCOR publication Co Editors process** for selection and appointment
  - Question arose regarding formal selection of ILCOR co editors
  - No one is questioning expertise of Jerry or Mary Fran, but process for selection is either lacking or unknown. It is likely that Board should make selection and ratified by GA.
  - **Action: Bill to research past cycles and present findings ASAP.**
  
- **2019 CoSTR summary publication authorship.Deferred**
  - Need to create “policy”
  - Need to select by September 2018.
- **World Restart a Heart Day-**Materials developing for ILCOR website.
- **Nobel Prize Nomination for Guy Knickerbocker**
  - Support letter from ILCOR & other councils
    - John Hopkins University dean planning on doing the nomination

- Five other institutions have to support
- Agreed to put in resources to draft such a letter after a formal request from Hopkins
- Next meeting 24 May 2018

Respectfully submitted,

Maaret Castren, MD  
Honorable Secretary