WFPI Executive Committee Meeting, 4th January 2018 (online)

Present: Wendy Lam/WL (President), Omolola Atalabi/OA (Vice President), Rutger-Jan Nievelstein /RJN (Treasurer),Ines Boechat/IB (Founding President and Co-opted Director), Sanjay Prabhu/SP (Digital Education Lead), Michael Gee/MG (MRI Protocol Lead), Bernie Laya/BL, (Representative Director), Amanda Dehaye (Past Executive Director, Co-opted Director), Jennifer Boylan/JB (Executive Director, SPR), Kim Pede /KP (Admin)

Absent: Gloria Soto/GS, (Past-President), Jaishree Naidoo/JN, (Secretary), Cristian Garcia (Vice Secretary), Richard Barth/RB (Vice Treasurer), Cicero Silva/CS (Outreach Lead), Hansel Otero/HO (Incoming Outreach Chair), Ricardo Faingold/RF (Incoming Outreach Vice Chair), Ram Senasi/RS (Incoming Outreach Vice Chair), Kimberly Applegate /KA (IG Representative), and Dorothy Bulas/DB (IDoR Leader)

Blue comments = action

1/ Approval of Minutes

WL: The group unanimously approved the minutes from November 27th, 2017.

2/ Indian Project and future sponsor funding

WL: Suggested that the fellowship, grant and observership funding should remain at $3,000 which will be provided to the candidate for supporting expenses. It was unanimously approved by the group. It was also discussed that the candidate should sign a formal agreement (memorandum of understanding) that would outline what is expected of the candidate as a part of receiving the funding. Sanjay (SP) offered to provide the RSNA memorandum of understanding as a template so that one can be created for WFPI.

In addition, Wendy discussed Raj's recommendations from the open meeting on November 27th that took place at the RSNA Annual Meeting. There would be an additional fellowship offered as the "Bill Shiels WFPI Fellowship" which would allow for $2,000 to be awarded to the fellowship candidate and $2,000 provided to the institution that supports the program. This fellowship would support the need for pediatric radiology training around the world. The institution that has the training center available would be selected by the WFPI Executive Committee and an appointed participant from the Nationwide Children's Hospital in Columbus, OH. Once the location has been selected then the candidates from that region would apply for the fellowship. The candidate would be selected by the WFPI Executive Committee and the appointed participant from the Nationwide Children's Hospital.
Ines Boechat (IB) suggested that the map of pediatric radiology around the world could be used as a resource to determine potential need, as well as, locations that would be qualified to support a fellowship program. Some of the other locations discussed during the open meeting were the Philippines, EGI American University of Beirut and Lebanon, South Africa, India, or Argentina.

Action: Sanjay (SP) to send copy of RSNA memorandum of understanding to the group so that a template can be created.

3/ Updates on Digital Education

SP: Provided an update on the Ambassadors to Digital Education initial meeting. He indicated that 4 people are currently a part of the committee. Weekly cases will be published on-line. Sanjay has asked for administrative support to post on the various social media sites such as Facebook and Twitter to start. Jennifer Boylan (JB) indicated that staff can be the second line of defense when someone is away. As long as there isn't any urgency to when the cases are posted then the staff can assist. Staff would need to be made administrators of the accounts.

Wendy informed the group that the AOSPR needs to go through a formal nomination process to provide Ambassador names. Sanjay is looking to have multiple languages represented. He is hoping for Spanish and Portuguese cases from SLARP. Rutger-Jan said he can provide some names after the ESPR winter board meeting.

Action: Sanjay Prabhu (SP) to set up administrator rights for staff for Twitter, Instagram, Figure 1, and YouTube. Wendy Lam (WL) to provide nominees once formal nomination has been completed. Rutger-Jan (RJ) will provide an update from ESPR after the winter board meeting.

4/ Updates on MRI Protocol Committee

MG: Michael Ghee (MG) reported that the MRI Protocol Committee had their first meeting. They discussed ultra-short protocols of 10 min and then 15 minutes. They have started to assemble the protocols and they should be ready is to share pretty soon. Sanjay Prabhu (SP) suggested that we can store pdf's on the website as a repository. We can create a menu item for MRI protocols.

Action: MG to share protocols when they are ready to be posted to the website.

5/ Article on WFPI for AAP Newsletter

CS: Will discuss at next meeting since Cicero was unable to attend.

6/ ESPR 2018 Meeting dates and times

RJ: Rutger-Jan (RJ) shared with the group the dates and times of the meetings at the ESPR. The logistics of what is needed for the WFPI General Assembly was discussed briefly. RJ said that if he is cc'd on correspondence with the meeting planners he will help out with answering any questions that he can. Jennifer Boylan (JB) reminded the group that the ACR accounting person

would not be back from sick leave until January 17th so financials would not be available in time for the ESPR winter board meeting.

RJ wanted to know what ESPR position would be needed in the 2018 /2019 when RJ steps off the board as Treasurer. Based on the WFPI position rotation diagram, ESPR would be nominating a candidate for Vice President in 2019/2020. Ines Boechat (IB) suggested that Rutger-Jan should find out who will be nominated for that position and we can get that individual involved in other WFPI work in 2018/2019. IB thought that support of the Digital Education Committee would be great.

7/ Any other business

IB: Ines Boechat (IB) suggested that the group be thinking about Newsletter topics for the March newsletter. IB suggested that RJ consider writing something to highlight the upcoming ESPR meeting.

Action: RJ to provide a write up on the highlight of the upcoming ESPR meeting for the March newsletter

AD: Amanda Dehaye (AD) wanted to know if any analytics have been run on the website and social media?

Action: SP indicated that he would run the analytics.

Sanjay said that he would run the analytics.

Next EXCOM meeting:

Thursday, 2/1/18 - 8:00 – 9:00 am (CST)

[EXCOM meetings will take place on the first Thursday of every month.]