

## WFPI Executive Committee Meeting, 5th April 2018 (online)

Present: Omolola Atalabi/OA (Vice President), Gloria Soto/GS, (Past-President), Rutger-Jan Nievelstein /RJN (Treasurer), Jaishree Naidoo/JN, (Secretary), Ines Boechat/IB (Founding President and Co-opted Director), Cicero Silva/CS (Outreach Lead), Sanjay Prabhu/SP (Digital Education Lead), Michael Gee/MG (MRI Protocol Lead), Amanda Dehaye (Past Executive Director, Co-opted Director), Jennifer Boylan/JB (SPR Staff Liaison), and Kim Pede /KP (Admin)

Absent: Wendy Lam/WL (President), Cristian Garcia (Vice Secretary), Richard Barth/RB (Vice Treasurer), Hansel Otero/HO (Incoming Outreach Chair), Ricardo Faingold/RF (Incoming Outreach Vice Chair), Bernie Laya/BL, (Representative Director), Ram Senasi/RS (Incoming Outreach Vice Chair), Dorothy Bulas/DB (IDoR Leader), and Kimberly Applegate /KA (IG Representative).

**Blue comments = action**

### 1/ Approval of Minutes

**KP:** The group unanimously approved the minutes from March 1, 2018.

### 2/ Update on MRI Protocol Committee

**MG:** Indicated that the committee is making good progress. They have the pulse sequences completed for 10 – 20 protocols. The head MR physicist from Mayo will be finalizing the technical details with the plan to be ready to share in May. Philips, GE and Siemens representatives are participating in a rotation on the calls.

### 3/ Collaboration with 4<sup>th</sup> World Congress on Medical Imaging and Clinical Research

**KP:** Brought the request received to the groups attention since Wendy Lam (WL) was not able to make the call. The meeting is occurring in London from September 3-4, 2018. Sanjay Prabhu (SP) wondered if this meeting had anything to do with pediatric radiology?

**Action:** Kim Pede (KP) will send over information to group for review.

### 4/ ESPR

**RJN:** Wanted to know what refreshments the group wanted to have in the meeting room for the Annual Meeting? It was decided that coffee, tea, and water would be adequate. Those in attendance would use the computer to dial in to the Go To Meeting so that a conference phone would not be needed. The meeting room will be set up theater style with only chairs. The room will have a projector and screen. There was discussion that someone in the room would need to have the login information for the Go To Meeting in case there were any technical difficulties.

Omolola Atalabi (OA) wanted to be sure that she had a letter available to her so that she could apply for her Visa. It was discussed that the ESPR has a generic letter available to anyone who registers for the conference to use. OA also asked if WFPI could provide a letter to her as well.

**Action:** Kim Pede (KP) to draft a letter from Wendy Lam (WL) to provide an explanation for why Omolola needs to attend the ESPR meeting in Berlin.

#### 5/ Nominees for 2018/2019 (open positions)

**KP:** Shared with the group the open positions for the 2018/2019 calendar year.

- Vice President – Nominated from SPR
- Vice Treasurer – Nominated from SLARP
- 5<sup>th</sup> Organizational Board Member (focus on education) – Nominated from ESPR
- Need Representative Director Replacements (SPR, ESPR, SLARP and AOSPR)

**Action:** Kim Pede (KP) to send draft letters to Wendy Lam (WL) and Ines Boechat (IB) for review prior to sending out to appropriate Society contacts.

#### 6/ WFPI ePoster Awards at SPR

**JB:** Shared that she has developed a survey in survey monkey for ExCom to vote on ePosters.

**Action:** Kim Pede (KP) will send out link to ExCom members for vote.

#### 7/ Discussion about the meeting in the Philippines

**JN:** Shared that there were some very fruitful discussion at the meeting that was held on March 23 -25 in the Philippines about TB. There were panel discussions where they discussed alterations in their approaches depending on whether they are a lower resource or higher resource setting. Savvas Andronikou was suggesting the use of CT in a higher resource setting. When screening using X-Rays be sure to include a lateral X-Ray as well. Dr. Paras Lakhani presented a white paper.

Cicero Silva (CS) asked if there were any thoughts shared about ultrasound? JN indicated that Savvas did hands on ultrasound session which was very successful. There were 500 delegates attending the conference; Savvas's session was well attended and many stayed after the session to ask questions.

**Action:** The Board agreed this was an important meeting and it should be covered in the next newsletter. KP will reach out to the speakers to solicit volunteers.

#### 8/ Update on MOU with PGIMER

**KP:** Wendy was unable to attend the meeting; she will report on the status at the next meeting.

**Action:** KP to follow up with Wendy to see if MOU was sent.

### 9/ Wufoo form for South African Observership

**JB:** Showed the group the online (Wufoo) form developed to collect data from applicants. Everyone was excited to see that all of the information could be reviewed in one application without having to review through email. The group discussed extending the deadline to May 15<sup>th</sup> to allow for more applicants to come forward.

**Action:** Kim Pede (KP) to update date on website to indicate May 15<sup>th</sup> as the deadline. We need to promote on Facebook as well. KP to reach out to Sanjay with link to application.

### 10/ GICS – Any updates?

**CS:** Shared that there are three volunteers that have created a radiology workforce. The first task they were given was to provide imaging recommendations for a document that the GICS was developing. The group discussed covering this project in the next newsletter.

**Action:** Cicero Silva (CS) to provide an article for the next newsletter. In addition, CS will request that photos of the three volunteers be sent to KP so that they can receive recognition for their support.

### 11/ Update on ISR and WFPI Collaboration Agreement

**IB:** Shared that ISR has changed their position, they are now focusing on radiation protection and quality. They have a list of organizations that support them and WFPI is not on the list. Ines would like to have WFPI on the list.

**Action:** Ines Boechat (IB) to reach out to Wendy Lam (WL) to see the status of the updated agreement (MOU).

### 12/ Website Update

**KP:** We ran out of time to fully discuss this topic. Following a request that the Google Analytics be reviewed, Sanjay Prabhu (SP) stated that it is not the number of people that come to the website but when they come to the website. In response to the changes in social media since the launch of the WFPI, he feels the next iteration of the website will reflect those changes and will no longer be a repository of resources. Instead it will be a portal to lead to content. In

alignment with those comments, Amanda Dehaye (AD) shared her opinion that she feels that the website needs a “haircut”. She continued to say that she thinks that about 50% of the content that is currently posted could be taken down due to the age of the post. She suggested that there be a cut-off date for content and the older information could be archived. AD also stated that she thinks that there should be a reason for why some articles are posted and some are not. WFPI runs the risk of appearing biased toward North American volunteer content? Jennifer Boylan (JB) commented that all websites are undergoing this evolution and it would be useful to have editorial guidelines and content policies to address the concerns AD expressed. Sanjay concurred.

**Action:** Kim Pede (KP) to move topic to ExCom Meeting in May to discuss.

### 13/ Any other business?

**KP:** Brought up the question of whether we need to have a table at the SPR conference? Jennifer Boylan (JB) offered to manage the table. She said that she can put the materials that the group wants to share on the table and doesn’t feel it makes sense to have the table staffed since there is not a lot of traffic. The recommendation was to have the poster that was produced for last year’s meeting there, as well as, newsletters, pins, forms to make donations, the TB groups imaging guidelines, and social media links.

**Action:** Jennifer Boylan (JB) to share in an email the items available at the table.

**IB:** Wanted to make the group aware that she will be presenting a report to the SPR board and Rutger-Jan Nievelstein (RJN) will be presenting a report to the ESPR board. They will both need updates from the committee chairs to be a part of their reports, a summary of activities from the past year.

**Action:** Cicero Silva (CS), Sanjay Prabhu (SP) and Michael Gee (MG) to submit reports of their committee activities this past year.

## Next EXCOM meeting:

**Thursday, 5/3/18 - 8:00 – 9:00 am (CST)**

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