

Minutes for Committee Members Meeting

Date: July 31, 2013

Time: 1:00 PM CDT

Means: Conference Call

Attendees: Jacob Barhak
Joy Ku
Lealem Mulugeta
Ahmet Erdemir
Bill Lytton

Not Available:

Gary An
Marc Garbey
Tina Morrison
Jerry Myers

Agenda:

- 1 - New Committee Members - 10 min
- 2 - Update on IMSH submission - 5 min
- 3 - Updates on Ongoing Tasks - 20 min
 - a - Literature Review*
 - b - Definitions*
 - c - Overview Presentation*
 - d - Visibility*
- 4 - Ten Simple Rules (groups & tasks) - 20 min
- 5 - Other Business - 5 min

Action items:

Ahmet:

- Will prepare and send out an instructional package to the three teams on what is expected of them for the ten simple rules. There will be deadlines and clear activities set.

Lealem:

- Prepare minutes meeting minutes and upload to CPMS site
- Organize a meeting with Tina and Marc to come up with a plan to tackle this activity. The meeting will likely take place before the 15th of august.
- Will prepare instructions to the three task groups for developing definitions for the different terms
- Ensure the IMHS abstract is submitted

Ahmet and Lealem:

- Review biostatistician candidates and send out an invitation for the last committee member
- Provide clear instructions and milestones for the Ten Simple Rules and Glossary of terms task

Joy:

- Will take the lead on preparing the slides for the example case studies of how models have been used in the clinic, how they have been vetted, the origin of the model and so on.

- Will look into the post-commit errors the Tortoise users are experiencing.

Jacob:

- Support the next committee meeting to take minutes
- Will continue to keep an eye on the committee overview presentation for contributions from other stakeholders in readiness for final consolidation

Note:

- Bill Lytton - was the newest member and he briefly introduced himself: *Neurologist at SUNY in Brooklyn and works at Kings County Hospital. He works with patient, but focuses mostly on research with broad range of interests including computational neuroscience with a focus on translational questions. His main area of work right now is in epilepsy, Alzheimer's, schizophrenia and stroke.*
- Ahmet has talked to Maciej Swat to let him know about our current activities, but he has not extended an invitation to him to be on the committee. However, Maciej is a very active person and we may have him as a public contributor. Given his proactive nature, it is likely that he will contribute substantially regardless of his role on the committee.
- Jacob has been working with the ISPOR community to help them embrace models more. He has observed that the ISPOR community has a hard time embracing models and simulations as part of their pharmacoeconomics analyses because the models are viewed as being too complicated. This is a regressive movement rather than a progressive movement. However, with credible practice guidelines, it is possible to reliably include models to help advance the state of knowledge and progress in pharmacoeconomics research and development. Therefore, the Committee's work becomes important.
- IMSH abstract submission in works. Lealem is currently working on working through the website issue to complete the submission. John Rice is helping to get in touch with the conference organizers to ensure the abstract gets submitted.
- Ahmet has provided example definitions for *credible* and *healthcare*, as well as how to fill out the glossary definitions of terms. The contributors do not need to strictly follow the format provided in the example. The most important thing is for the contributors to provide their definitions and Ahmet is willing to take care of formatting it.
- We will have the wiki fully open to the public, but we will also charge the three teams to provide definitions that are representatives of the different areas of representation.
- Jacob has updated the wiki to include the presentation and is still waiting on feedback from the rest of the committee or other contributors. The wiki is fully open for anyone to make changes. We will lock the content of the presentation at 6-month intervals and provide a slideshow version regardless of if there is a consensus on the content.
- We may need to provide a presentation that is more appealing for the general public to show specific use cases that show actual application in the clinic
- In the committee overview presentation, we need to add some examples of where M&S have been used successfully in a clinical setting