

Minutes for Committee Members Meeting

Date: April 9, 2014

Time: 2:00 PM CDT

Means: Conference Call

Attendees: Ahmet Erdemir
Joy Ku
Bill Lytton
Tina Morrison
Lealem Mulugeta
Jerry Myers

Not Available: Gary An
Jacob Barhak
Marc Garbey
Lu Tian

Agenda:

1. Survey – 10 minutes
 - (a) IRB Exemption status
 - (b) New projected launch date
 - (c) Anything needed from the rest of the committee to move things along?
2. Results of the proposed publication vote, and next steps – 5 minutes
3. Upcoming V&V conference presentation preparations – 5 minutes
4. Glossary of terms – 5 minutes
5. Other items – 5 minutes

Action Items:

See Notes for details.

- **Ahmet:**
 - Pass the survey study through Cleveland Clinic IRB.
 - Follow up with John Rice about the DoD meeting in Annapolis, MD.
- **Lealem:**
 - Prepare and circulate V&V Conference presentation.
- **Lealem & Ahmet:**
 - Work on an outline for a publication on Ten Simple Rules.
 - Follow up with Advisory Council members to contribute to the glossary.
- **All:**
 - Recommend names to Joy Ku for webinars on M&S success stories.

Notes:

1. **Survey on Ten Simple Rules.** Ahmet passed the survey to a few Advisory Council members for a final check. He was also hoping to get Lu Tian's response, which may not be essential. Launch date has moved to May 2014. ***Ahmet needs to pass the survey study through Cleveland Clinic IRB.***
2. **Publication on Ten Simple Rules.** Lealem summarized the voting to publish an article based on internal discussions within the Committee. Majority decision was in favor of the idea. ***The Co-Chairs will work on an outline in upcoming weeks to circulate among members.*** The outline will likely help clarify issues raised by members and will provide the opportunity to contribute to the publication.
3. **V&V Conference.** ***Lealem will draft a presentation and will provide a copy to everyone who contributed to the abstract.*** This will most likely be last minute through e-mail.
4. **Glossary.** ***Ahmet and Lealem still need to follow up with their strategy to get Advisory Council members to contribute to the glossary.*** The idea is to pick two terms for each Advisory Council member and ask them to define them. Bill raised the possibility to pay a graduate student to accumulate definitions in the glossary. The Committee does not necessarily have funding to finance such activities.
5. **Other.**
 - John Rice mentioned the possibility to include a Committee Member in a meeting with DoD about human factors in Annapolis, MD. ***Ahmet will follow up with him to get actual dates and more details about the meeting content.*** John also mentioned the possibility to have a liaison of human factors groups in the Committee to support clarification of terminology for credible practice.
 - Marc Garbey stepped down from the Committee. Bill will maintain contact with him to retain the bridge between groups. Marc is organizing a conference on Computational Surgery at Stanford University this fall. It may be a good venue for the Committee to remain in contact with this specific discipline.
 - There is the risk that activities of the Committee among different disciplines and interest groups may dilute the Committee's focus. This is acknowledged yet may be necessary to appreciate different perspectives.
 - Joy summarized her meeting with Neuropace as part of her activities to identify examples of success for modeling and simulation in healthcare. Joy cannot share her notes due to proprietary nature of the content. Yet many interesting questions emerged: How do they use modeling? What do they consider modeling? It may be possible to open up such meetings to a larger group, i.e. by having a webinar. This may include a couple of examples, a panel discussion, and an accompanying website to summarize these. Bill mentioned Grace Peng's initiative on model sharing; PIs from that activity may join such a webinar. The group agrees that webinars may be a great venue to tell success stories, i.e. how credibility of modeling and simulation was established for a clinical product? Is there a formalized process? What are the challenges to launch the model? The audience do not necessarily need to know the proprietary details of the model or the product; the goal is to understand the process of establishing credibility. Stanford University has a Webex subscription that may be utilized for this purpose. Joy asked the group to provide her names to reach out. ***All members are encouraged to recommend potential webinar candidates to tell success stories.*** Ahmet mentioned Cameron McIntyre from Case Western Reserve University. Jerry noted Steve Schiff from Pennsylvania State University. Lealem thinks there may be a few investigators at Methodist Hospital in Houston, TX.