



AGENDA
ADVISORY BOARD MEETING (Part II)
Wednesday 21 September 2022
From 20.45 to 22.00
Venue: Liston 12 Restaurant - 1st Floor
P.za Bra, 12, 37121 Verona VR

Welcome from President Angela Caro, newly elected President to the new elected Board members

1. Greetings and short introductions of all AB members (Angela Caro and all)
2. AB roles and strategic plan for AB 2022-2025 (Angela)
3. Discussion (all)
4. Closing remarks

Meeting Closes

MINUTES- ISoP Advisory Board meeting (Part II)

Wednesday 21 September 2022, 20.45 CET

Present: Angela Caro Rojas (Chair), Brian Edwards, Mónica Tarapués, Omar Aimer, Mayada Alkhakany, Ghita Benabdallah, Maribel Salas, Francesco Salvo, and Manal Younus.

Apologies: Li Zhang

In attendance: S Spence (ISoP Secretariat Ltd)

1. Introduction and Welcome from the President to the Board members

President Angela Caro Rojas welcomed the Executive Committee (EC) and Advisory Board (AB 'the Board') members to the meeting.

Executive Committee 2022-2025
Angela Caro (President)
Brian Edwards (Vice-President)
Mónica Tarapués (Secretary)
Omar Aimer (Treasurer)
Ad. Board members 2022-2025
Mayada Alkhakany
Ghita Benabdallah
Maribel Salas
Francesco Salvo
Manal Younus
Li Zhang

2. Approval of the agenda

All Board members approved the proposed agenda.

3. AB roles and strategic plan for AB 2022-2025

President Dr. Angela Caro Rojas outlined her vision for ISoP, mentioning new roles in the Society following the three ISoP goals for 2022-2025. She thanked the EC/AB members who have agreed to undertake these new roles for ISoP:

Goal no1: Long-term financial and organisational sustainability and stability of ISoP

- ⇒ Strategic and Innovation: Mayada Alkhakany with Omar Aimer's support (committee will include Brian Edwards and Angela Caro)
- ⇒ Administrative Organisation: Mónica Tarapués, Mayada Alkhakany and Sophie Spence.
- ⇒ Financial: Omar Aimer advised by Brian Edwards and Jean-Christophe Delumeau

As an introduction, Angela explained that Society needs to find new ways to do things differently to obtain new reliable income, increase the number of members, and better communicate within the PV community and with other scientific societies.

General discussion was as follows:

All agreed with Angela's approach.

Mayada proposed to have a timeline (described in a progress report) and suggested reshaping the strategy of ISoP membership to attract, recruit new members, and retain existing members, emphasizing the value of the membership.

She would like also to explore what other societies do and propose creating a survey to better understand our membership.

Brian explained that ISoP needs to find other funding, even if the development of the ISoP Global Pharmacovigilance Professional Certification (GPPC) will bring a new source of revenue, to ensure the sustainability of our Society. He talked about a marketing strategy for ISoP (*post-meeting note: a draft marketing plan, Brian produced in 2016, was shared with Omar after the meeting*).

Action:

Mayada to regularly liaise with Monica as secretary General regarding the progress of the strategic and innovation plan.

Goal no 2: Create and build a community for optimising the safer use of medicines (patient-centered)

- ⇒ Communication Team: Mónica Tarapués, Li Zhang, Gaby Duran (Communication manager), Risk Comm SIG delegate, Sophie Spence, and Ghita Benabdallah
- ⇒ Academic coordinator: Ghita Benabdallah with the participation of coordinators from the SIGs, Chapter, student group, and Sophie Spence
- ⇒ Strategic alliances with other societies: Angela Caro, Brian Edwards

General discussions were as follows:

For better communication, the Chapters and SIGs should communicate to ISoP their planning activities for 6 months.

Ghita, the Academic coordinator, will work closely with the Chapter, SIG coordinators, and the new student group.

Angela and Brian will be in charge of enhancing our collaboration with other scientific societies such as ISPE, UMC, etc. The *European Collaborative Action on Medication Errors and Traceability (ECAMET)* presentation in Verona was a good example of collaboration.

Action:

Ghita to contact the academic community for collaboration.

Goal no 3: Maintain and enhance scientific knowledge and competencies in the global ISoP pharmacovigilance community

- ⇒ Special Interest Groups: Maribel Salas (Chairperson)
- ⇒ Chapters: Francesco Salvo (Chairperson)
- ⇒ Student Group: Manal Younus

⇒ Scientific Board: Veronique Kugener

The group discussed how to improve our understanding of the chapters and SIGs and how we can support them.

Manal explained that the new ISoP Student Group would address the lack of an international forum for students interested in the science of Pharmacovigilance and offer them guidance and knowledge.

Action:

Sophie to resend the student group proposal to AB.

Monthly EC teleconferences and every two months AB meetings will be organized, and the President Angela Caro Rojas encouraged all AB members to participate in EC meetings and teleconferences.

The President kindly reminded everyone to read all documents before each AB meetings (re Strategic Plan). All EC/AB documents are posted on the SharePoint depository.

The meeting closed at 22.00 CET

Date:

Signature

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Angela Caro Rojas
President

Mónica Tarapués
Secretary General