

EC Minutes from 12.18.14

Meeting called to order- 3:34pm / Adjourned- 4:30pm

Present: Bess Dawson-Hughes, Saul Malozowski, David Robbins, Clifford Rosen, Patricia Sheehan, Myrlene Staten, Jim Ware, Anastassios Pittas

Meeting Time

- The next EC Meeting will be on Tuesday January 6, 2015 at 4:00pm.

Alternate Participation Scenarios

- Reviewed flowchart of how to collect data and keep participants active and engaged in study.
- Debriefed about alternate participation scenarios and need to assess:
 - Why participants want to leave the study
 - Negotiate on how to keep participant in study
 - How best to collect outcome data
- Myrlene suggested having yearly follow-up visits in participant's home. This is labor-intensive and CC cannot organize/pay for, can suggest to sites.

Action: CC to draft MOP section and update flowchart.

Site Expansion

- Looking into adding two new sites:
 - University of Colorado [very interested, will likely add]
 - San Antonio [Myrlene approached, waiting for site to respond with comments/questions]
- Kansas site submitted expansion proposal. Follow up phone call scheduled with CC.

Subcommittees

- Looking to make subcommittees 'leaner and meaner'
- Publications committee has low turnout.
- Will ask D2d group for interest and plans for each member to contribute to one committee instead of two.

(Action): CC will present to SC ways to re-shuffle committees. CC need to send questionnaire to elicit interest from D2d members.

Reports reviewed.