

Minutes from 4/3/14 Meetings

Present: Saul Malozowski, Anastassios Pittas, Patricia Sheehan, Myrlene Staten

Call to order - 12:05pm / Adjourned - 12:58pm

1. Updates

163 - Randomized; 7 Randomized in April

Northwestern - RC resigned, may try to work part time

South Carolina - [Patty] glimmer of hope, similar to Pennington. O'Neil understands this is not a weight loss clinic and was not full of excuses. They are trying to access medical records and send letters to people in their weight loss database.

Tennessee - is only using one method (mass postcard mailings from DMV list based on age and BMI). Continue to say their HIPPA officer will not allow EMR. Overall the site is very resistant to change. Taso and Myrlene have a call with Karen Johnson today, 4/3.

Tulane - submitted a horrible D2d/GRADE brochure to their IRB

Action: [Patty] send Myrlene and Saul a copy of Tulane's brochure

Saul - has a meeting upcoming up regarding how to market D2d and GRADE together

Sending Site Letters:

Tulane - 4/4

South Carolina - soon, waiting for site visit report

Pennington - soon, waiting for site visit report

Tennessee - see what Karen says on today's call with Taso and Myrlene

2. New Sites

Cleveland Clinic - application received; budget pending

Washington - working on application; submitting early next week

Kaiser Oregon - sent them information

MedStar (Baltimore) - almost ready; planning to set up contract for June 1st

Once the CC has received a complete application and budget from a site, the site will be discussed and evaluated by the EC.

Action: [CC] will send applications with evaluation

[Erica] post applications on the portal

3. Investigator's Meeting

Pick dates between October 27th - 31st.

1 Full Day - arrive the night before

Meeting should focus on recruitment.

4. D2d Repository

Keep or discard samples of people who have gone through Baseline but were not randomized? We can anticipate having around 3,000 such samples by the end of recruitment. Need to figure out how much it will cost to keep/store these samples.

Action: [Myrlene] will contact repository to see if they want these samples.