



ICS Children's Committee meeting Agenda

Tuesday 16th October 2012,

Venue: China National Convention Center (CNCC), Beijing

Room: 305

Time: 09.00-10.00

Known Attending: Wendy Bower (Chair), June Rogers, Giovanni Mosiello

Apologies: Pallavi Latthe, Laetitia de Kort, Daniela Marschall-Kehrel

Also in Attendance: Mario Patricolo, Jian Wen

In Attendance: Jenny Ellis

Please note that a member of the Board of Trustees will be popping into your meeting to discuss the forthcoming ICS strategic planning process.

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| 1. Picture of the Committee to be taken | 09.00-09.05 |
| 2. Approval of Glasgow meeting minutes
(Attached) | 09.05-09.10 |
| 3. Terms of office (Attached) | 09.10-09.20 |
| 4. Terms of reference (Attached) | 09.20-09.30 |
| 5. Budget for 2013 | 09.30-09.45 |
| 6. Plan for 2013 | 09.45-10.00 |



ICS Children's Committee meeting Agenda

**13:00 – 14:00, Monday 29 August 2011, Crowne Plaza Hotel, Meeting room 2
Glasgow, UK**

1. Welcome to new Committee members
2. Approval of Toronto 2010 meeting minutes
3. Terms of office
4. Liaison with ICCS
5. Current projects
6. Matters for discussion
7. Terms of Reference



ICS Children's Committee Meeting Minutes

13.00-14.00 Monday 29th August 2011

Location: The Crowne Plaza Hotel in Meeting room 3, Glasgow, UK

Attending: Wendy Bower (Chair), Laetitia De Kort, Pallavi Latthe, Daniella Marschall-Kehrel, Lucy Swithinbank.

1. Minutes approved from 2010 meeting
2. Welcome to Pallavi Latthe, in-coming committee member representing adolescent gynaecology
3. Terms of office: WB and DM-K complete their term at the end of 2013; Laetitia de Kort and Lucy Swithinbank remain until 2014; Pavalli and June Rogers begin their term as of now. Tom de Jong has not attended any committee meetings and as stipulated in the ICS by-laws he cannot retain his status. We would like to invite him to be ex-officio to the committee and to be available for expert opinion and advice.

The committee needs to seek a dedicated Paediatric Urologist: suggestions have identified possible candidates in the Netherlands and Brazil. The ICS membership has many adult urologists who have paediatric caseloads, creating a large pool of available expertise.

Action: Committee members to approach possible candidates to see if they would be interested in the Paediatric Urologist Committee position.

4. Liaison with ICCS:
 - Joint ICS-ICCS course in Canada 'Adolescent Incontinence and transitional care – neurogenic, structural and functional'. Date: June 2013
 - Joint meeting at ICS 2012 in Beijing – to discuss relevant content with Beijing Chairman and with ICCS in Oct. Early discussion indicates a need for a Neurogenic focused educational activity.
 - Joint working party re Transitional Care document. Lead authors of document Mario de Gennaro and Wendy Bower. Co-authors: Laetitia de Kort, JC Djurhuus, UK rep, Mario Patricolo.
 - Wendy Bower to attend next ICCS Board meeting in Moscow 2011 and to convey content of ICS Meet continence Societies Initiatives.



Action- WB to attend next ICCS Board meeting in Moscow 2011 and to convey content of ICS Meet continence Societies Initiatives.

5. Current projects:

- a. Neurogenic manuscript has been reviewed and being re-submitted
- b. Non-neurogenic manuscript continues work in progress: Daniella
- c. Outcomes manuscript continues work in progress: Wendy

6. Other matters:

- a. To our knowledge only 1 ICS Educational Course included paediatric content. We believe this to be inadequate, even at an Introductory level. We will discuss concerns with Education Committee and seek greater paediatric content

Action- WB to speak to Education Committee regarding content of course- need to add more paediatric content to courses.

- b. Would like to see an ICS State of the Art lecture on paediatric care every 3 years
- c. Would welcome a Q & A session in intervening years.
- d. Wish to enhance the committee name to more fully represent the current direction of committee activities: suggest new title contain the terms 'adolescent' and 'transitional care' along with 'paediatric'. Awaiting feedback from the Board as to whether we can develop this idea.

Action- WB to confirm with the Board the Committee name change.

- e. 2011 ICS educational initiative was labelled as a 'workshop' when in previous years it has been an "ICS COURSE". Was this intentional, and if so, what was the rationale?

Action: ICS Office to confirm why the 2011 ICS educational initiative was labelled as a workshop rather than an ICS course.

- f. Children's committee recognise efforts of Daniella to work more closely with Continence Promotion Committee and keen to adopt this as a committee direction.

Action- DMK to work more closely with the CPC

- g. Transitional Care initiative: to seek funding for a think tank to develop framework for identifying gaps and problems and devising solutions / guidelines.



ICS is a key body to in the adolescent arena and ideally placed to co-ordiante this initiative. WB liaising with other organisations who have addressed this area, e.g. PAGs. To achieve:

- Clarity about current evidence
- Identification of major issues
- Strategies to address key problems
- Consensus around care and service pathways
- Standardization document
 - in association with ICCS; perhaps invite contribution from IUGA

Action- WB to work with other organizations regarding the Transitional Care Initiative.

Meeting Ends



ICS Children's Committee Terms of reference

1. PURPOSE: The ICS Children's Committee is responsible for supervising workshops and sessions at the annual ICS meeting relating to continence in children in those years when the International Children's Continence Society (ICCS) does not meet.

2. FUNCTIONS:

- monitoring and meeting the needs of members for educational updates, topic reviews, and clinical mentoring;
- promoting research initiatives that bridge the child-adult interface;
- actively seeks to work together with International Children's Continence Society to promote high quality care for children with bladder and bowel dysfunction who are seen by ICS members.

3. RESPONSIBLE TO: ICS Board of Trustees and ICS General Secretary

4. COMPOSITION:

Total Members	Method of Appointment	Name	Term of Office	Term Start/End Term No.
ICS General Secretary	Ex officio	See Appendix A	3 years	2008-2011
Chair:	Elected; A member must sign his/her agreement to stand. This nomination is signed by nominator and seconder, all being ICS members. The Chair would normally have served as a committee member, either current or in the past. Nominations received by April 1st as advertised. Voting regulations as stated.	See Appendix A	Term of office: 3 years, renewable once by Chair/committee approval. Further terms could be approved in exceptional circumstances	Ends 2013

			and by referral to the ICS Trustees.	
Membership	All members of ICS committees must be active ICS members (paid for current membership year) (By-law 2.3.2)	See Appendix A	3 years, renewable once by Chair/committee approval. Further terms could be approved in exceptional circumstances and by referral to the ICS Trustees.	
Subcommittees (if any)				
Updated March 2011				

5. MEETINGS: One face-to-face meeting during the Annual Scientific meeting; Other deliberations normally by email.

6. QUORUM: One third of committee membership plus one. For example, a committee of ten will have a quorum of four members.

7. MINUTES: Minutes are recorded at each meeting and posted on the ICS and CPC website in accordance to 2009 ICS Bylaw 6.1-6.4). Extract from the 2009 ICS Bylaws:

8. REPORTING & ROLES:

The Chair of each committee is required to prepare an annual report to the Board of Trustees outlining achieved goals/budget requests and future objectives and strategies. The Chair is also required to be present at the Annual General Meeting should the membership have any questions over committee activities.



The committee Chair is also responsible for submitting an interim report to the Board of Trustees' mid term meeting. The date that this report will be required will be given in advance each year.

Children's Committee Terms of Office, July 2011						
Role	First Name	Last Name	Term Start	Term End	Term Yrs	Term details
Children's Committee Chair	Wendy	Bower	24 Aug 2007	06 Sep 2013	6	6 year term will finish 2013 - cannot renew
Children's Committee Member	Tom	de Jong	24 Aug 2007	06 Sep 2013	6	6 year term will finish 2013 - cannot renew
Children's Committee Member	Daniela	Marschall-Kehrel	24 Aug 2007	06 Sep 2013	6	6 year term will finish 2013 - cannot renew
Children's Committee Member	Lucy	Swithinbank	24-Oct-08	02-Sep-14	6	6 year term will finish 2014 - cannot renew
Children's Committee Member	Laetitia	M De Kort	24-Oct-08	02-Sep-14	6	7 year term will finish 2014 - cannot renew

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Membership	All members of ICS committees must be active ICS members (paid for current membership year) (By-law 2.3.2)	See Appendix A	3 years, renewable once by Chair/committee approval. Further terms could be approved in exceptional

			circumstances and by referral to the ICS Trustees.
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Appendix A

Terms of office

Role	Member	Term Start	Term End	Term Yrs	Elected	Term details
Chair	<u>Wendy Bower</u>	24 Aug 2007	06 Sep 2013	6	Y	6 year term will finish 2013 - cannot renew
Committee Member	<u>Daniela Marschall-Kehrel</u>	24 Aug 2007	06 Sep 2013	6	N	6 year term will finish 2013 - cannot renew
Committee Member	Laetitia de Kort	24-Oct-08	02-Sep-14	6	N	6 year term will finish 2014 - cannot renew
Committee Member	<u>Lucy Swithinbank</u>	24 Aug 2007	06 Sep 2013	6	N	6 year term will finish 2013 - cannot renew
Committee Member	Pallavi Latthe	01 Sept 2011	30 Oct 2014	3	N	3 year term will finish in 2014- can renew
Committee Member	June Rodgers	01 Sept 2011	30 Oct 2014	3	N	3 year term will finish in 2014- can renew