



**ICS Physiotherapy Committee meeting Minutes**

**Wednesday 10<sup>th</sup> August 2016**

**Venue: Teleconference**

**Time: 12:00-13:00 GMT**

**Attendees**

<b>Name</b>	<b>On teleconference</b>	<b>Attending Tokyo</b>
Doreen McClurg (Chair)	yes	Yes
Adelia Lucio	no	Not known
Cristiane Carboni	no	Not known
Cristina Naranjo Ortiz (Not Available) MAY NOW PHONE	yes	Yes
Heather Moky	yes	Yes
Jacqueline de Jong	yes	Unsure
Melanie Morin (Not Available)	No (apologies)	Yes
Myung-Soo Choo (Not Available)	no	Yes
Paula Iguialada-Martinez (Not Available)	yes	No
Peter Meyers (No Response)	no (apologies)	No
Petra Voorham-van der Zalm (Not Available)	no(apologies)	No
Rebekah Das	yes	No
Rhonda Kotarinos (Not Available) CAN NOW PHONE IN	yes	No
ICS Office ATTENDANCE UNCERTAIN		

- Minutes of all meetings will be signed off in Tokyo
- TOKYO ROUNDTABLE –see above  
 Jacqueline gave an update re the Physio Roundtable.  
 The updated schedule has now been uploaded on to the web-site.  
 Doreen is to congratulate Kari on her award following her presentation.  
 Doreen to contact PT members of other committees e.g. Education, Scientific, Ethics, Trustees, WIKI/communications for a brief update on their activities to give in her report or to do a brief report themselves. (Might be easier if I was to do all rather than everyone - what do people think?)  
 Jacqueline has sent information to the speakers and to the roundtable chairs about the format of their presentations/discussions  
 ICS has agreed to ask PTs attending the Roundtable to pre-select the workshops they want to attend. If booking at ICS then this facility will also be available on the main registration desk.  
 This will be a less chaotic way of workshop selection  
 Evaluation of Round table – Jacqueline to contact Heather and myself with the original evaluation forms and Heather has agreed to update this.  
 Heather has agreed to help with Chairing the Roundtable should Jacqueline be unable to attend
- Kari Bo presentation for the Lifetime Achievement award. It was decided that a short introduction of Kari by someone from the committee would be given at the dinner just before her presentation. Paula suggested Doreen as chair should do this



4. Terms of Office - One new member elected Nelly Faghani from Canada.  
We have 4 members of the committee who will have served 3 years in 2017 and are eligible to stand for a further 3 years, Cristiane Carboni, Rhonda Kotarinos, Rebekah Das, and Peter Meyers. All have confirmed willingness to stand again except for Rebekah who will let us know before the Tokyo meeting.  
A new Round-table committee also needs to be put in place for 2017
  
5. Projects update –  
Education publication – Peter has sent Doreen a draft publication. Once read this will be circulated to the rest of the committee  
Pelvic floor assessment – Rebekah has gathered documents from 2 universities in Australia and one from India what outline how this is taught. During the Round Table report this project will be highlighted and we will ask for information to be sent to us from as many countries as possible, including the UK's CSP, and Chantale's pelvic floor evaluation workshop. Doreen to ask the ICS office if these documents are something we can put on to the PT Documents Forum on the ICS web-site so we all have access. Rebekah has also developed an excel spreadsheet to facilitate recording of teaching methods etc. All the PT committee are to review this spreadsheet and once approved (hopefully by Tokyo) if each person who had a document to upload they could also complete the relevant parts of the spreadsheet.  
It was agreed that any University documents that we have will only be used for this purpose and we will acknowledge the university in any publications.  
Fistula – it was agreed that this project should go ahead with Gill Leading and Rhonda helping