

Children and Young Adults Committee Minutes

Wednesday 13th September 2017,

Venue: Fortezza da Basso

Room: n4 Palazzina Lorenese

Time: 07:30-08:30

Chair: Giovanni Mosiello

Members: Jian Guo Wen, Selcuk Yucel , Pallavi Latthe, Nelly Faghani

Apologies: Mario Patricolo, Rien Nijman, Ashani Couchman, Stuart Bauer, June Rogers, Eliane Fonseca, Kwang Kim,

Also in Attendance: Myung-Soo Choo, Jenny Ellis

1. Committee picture to be taken

The committee picture was taken and is available on the ICS website.

2. Approval Tokyo minutes (attached)

1st NF, 2nd PL.

3. Committee Terms of Office (attached)

GM confirmed 3 new positions would need to be advertised- 1 nurse, 1 gynaecologist and 1 any discipline.

Action: Office to advertise 3 positions- 1 nurse, 1 gynaecologist and 1 any discipline.

GM welcomed new members joining the committee.

GM advised that RN joining the committee, will strengthen links between ICS-ICI and EAU, which ICS and the committee are keen to do.

SB has been co-opted to work on joint ICS-ICCS projects. The committee are currently working on a joint book project. All of the committee will be involved in this project. The book will include adults and paediatrics sections. The aim is to complete the book by 2019.

GM thanked PL, JR and EF for their hard work on the committee. All 3 will be stepping down in Florence.

4. Committee Terms of Reference (attached)

No changes required to the TOR.

5. ICS Institute

GM advised that we will have a school of paediatrics under the ICS institute. The committee will be represented by JW, who will be the director of this school and will work with the committee on projects.

6. Update on committee actions since Tokyo

Discussed under point 7.

7. New projects

GM is pleased to announce that the Wellspect grant has been confirmed and signed between the 2 organisations. We have received €20,000 over 2 years. The project is to create a best practice consensus statement for neurogenic bladder and bowel management. 2 documents will be created on this topic.

This will be a joint project between the childrens, neuro-urology and education committee. GM confirmed that we might need a nurse/PT to be involved in the project.

Action: GM to contact the nursing and physiotherapy committee if they need additional assistance with the consensus document.

The committee reviewed the Wellspect agreement document.

GM confirmed that the funding will also include fellowships. 1 will be at GM's workplace, others will be agreed going forward. The fellow will be trained using the document to test its functionality.

PL asked how the committee will be involved? GM confirmed that €10,000 was for the committee work e.g. literature searches, systematic reviews etc. GM advised that to save costs we may use fellows to do these searches, this would be cheaper and also provide author opportunities for fellows. Regarding committee involvement, GM suggested the project be split into tasks that can be split between members.

JE highlighted the working group process. SSC working groups have a maximum of 18 people, JE suggested this should be the maximum number of people on a group. JE suggested the GM speak to Bernard Haylen, SSC Chair, for further information.

Action: GM to contact BH if he would like any information on the ICS working group standard operating procedure.

2018;

> Workshop on urology urotheraphy- Philadelphia 2018.

> Bladder and bowel dysfunction, children to adulthood course- 27th September 2018.
GM advised that he would submit a request to the education committee for approval.

Action: GM to contact Education committee regarding proposed September course.

> Book on urodynamics- this should be completed in 2018.

>Transitional care book- with SB, will be starting soon.

>Pending actions- see below.

- I. Committee to publish the Urodynamics book for the next spring (2016)- **planned for 2018**
- II. JW to define the Best Practice project
- III. Committee to define a summary of the transitional care book- **starting in 2017**
- IV. Committee to find members to work on the transitional care book project with a deadline of 2017/2018- **starting 2017.**
- V. Proposed paper on incontinence in older girls or Sexual function & incontinence. Committee need opinion from ICS and ICCS members and can then proceed with BOIT approval.
- VI. Committee to draft an outline for the transitional care book- **starting in 2017**
- VII. Committee to poll members of ICS & ICCS regarding the outline of the transitional care book- **starting in 2017**
- VIII. MP and JR will publish with the help of CYAC a paper for next summer on children with learning disabilities
- IX. Committee to define a summary of the transitional care book- **starting in 2017**
- X. Board to approve a working group on Children and Young adults NeuroUrology (in cooperation between CYAC and Neurourology committees)
- XI. Action: MC/NF will present a project on pelvic pain while SY on Botox on sphincter- **Cancelled**
- XII. Action: KK to provide some suggestions to GM. Other members are invited to present proposal
- XIII. GM would like the committees input on whether to continue with all of these? GM thinks we can produce the documents in 6 months- thoughts?

SY stated that he tried Botox on sphincter last year and found it didn't work. Therefore we could drop this project. Group discussed and felt reporting what didn't work was as important as reporting what did work. Following further discussion it was agreed that this would be cancelled.

Action: Remove action: MC/NF will present a project on pelvic pain while SY on Botox on sphincter

JW is interested in the best practice in urodynamics document.

NF thought pelvic pain and PT would be a good topic- a best practice document. But NF had reservations on leading a project, due to limited experience. GM suggested that she partner up with an experienced PT. JE suggested Beth Shelly.

Action: Office to put NF and Beth Shelly in touch to discuss possible pelvic pain and PT project.

Group discussed due to limited time at the meeting to have a call in October.

Action: Office to arrange a conference call in October.

JW advised he was interested in hosting a course- JE advised this could be submitted via the education committee with GM's application.

PL felt it was important for the committee to signpost to relevant documents of interest e.g. Britspike document. This is useful for clinicians on how to manage cysts in children. JE suggested we could include a link on the committee documents page.

Action: PL to email links to relevant documents of interest e.g. Britspike document. For the office to add to the committee webpage.

GM thanked everyone for attending.

Postscript note: Giovanni confirmed the pending actions for the committee are:

- Book on transitional care with ICCS , 2017-2019*
- Urotherapy document*
- Publication of documents on CIC and channel*
- Document on transitional care of surgical patients*
- Urodynamic documents*

ENDS



Children and Young Adults Committee Agenda

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Members: Jian Guo Wen, Selcuk Yucel

Apologies: Mario Patricolo, Rien Nijman, Ashani Couchman, Stuart Bower, June Rogers, Eliane Fonseca, Kwang Kim, Pallavi Latthe, Nelly Faghani

Also in Attendance: Myung-Soo Choo, Tracy Griffin

1. Committee picture to be taken
2. Approval Tokyo minutes (attached)
3. Committee Terms of Office (attached)
4. Committee Terms of Reference (attached)
5. Update on committee actions since Tokyo
 - I. Committee to publish the Urodynamics book for the next spring (2016)
 - II. JW to define the Best Practice project
 - III. Committee to define a summary of the transitional care book
 - IV. Committee to find members to work on the transitional care book project with a deadline of 2017/2018
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6. AOB



ICS Children and Young Adults Committee meeting minutes

Wednesday 14th September 2016,

Venue: Tokyo International Forum

Room: G405

Time: 07.00-08.00

Attended: Giovanni Mosiello (Chair), Selcuk Yucel, Kwang Kim, Mauro Cervigni,

Apologies: June Rogers, Stuart Bauer, Mario Patricolo, Pallavi Latthe, Eliane Fonseca, Jian Guo Wen (unable to sort out visa),

Also in Attendance: Nelly Faghani (New), Jenny Ellis

1. Picture of the Committee to be taken

Taken and available on the website.

2. Approval of Montreal meeting minutes (Attached)

The meeting was not quorate so this will need to be completed on the next call.

- a. Work since Montreal: book on Urodynamic, transitional care, learning disabilities, CIC. ICS rules for publication.

2A1: Book on Urodynamics.

GM confirmed that he has received all of the content for the book, 35 chapters. This is currently being reviewed and drafted into the final version by the editor, Springer Verlag. The first draft should be available in October 2016, and book published in the spring of 2017. GM provided the background to the book- invitation from the SIUD (Italian Society of Urodynamics that is affiliated to ICS). GM explained that SIUD and Springer have defined some publication rules that could be different for some ICS rules. For this reason there is a need to discuss with the Board and then with the committee before submitting the final version of the book.

Action: -Committee to cross check ICS procedures before book submission. GM to inform CYAC the Board of Trustees decision.

2A2 Transitional care book- the proposal for this book is still available on the committee [forum](#). This was provided by GM according to the joint decision with Stuart Bauer, posted in the forum some months ago for comments by committee



members but no responses have been received. This is a joint project with ICCS that approved this proposal during the past meeting in Kyoto in May. GM confirmed that this proposal would be proposed to the Board today to seek approval- concern regarding publishing in Springer over NAU, etc.

Action: GM will provide final Board decision to the Committee

2A3 Paper on CIC and learning disabilities

GM advised that he had posted on the [forum](#) some months ago a proposal for these 2 papers, catheterisation and special needs children, that CYAC decided to prepare. These need to be published according to ICS rules. No answers have been received. GM requested that committee members actively use the forums and engage via this channel over emails. JE advised the benefits of using forums- information all in one place, you can re-read discussions etc.

Action: All committee members to engage via committee forum.

These papers would be shared between ICS committees e.g. CIC paper in conjunction with the Nursing Committee, and ICCS and external experts too. We need committee members feedback in the next month please comment.

GM asked if any members had any concerns on the paper? SY stated that he was interested in being involved in this project focused on troubleshooting for patients. GM thanked SY for his interest.

MC joins meeting.

NF is interested in the special needs paper where applicable. The group discussed the project, KK stated that his government supplied patients for his catheterisation project. KK would like to be involved in the project. GM thanked KK and NF for their interest.

SY, NF, KK will be involved in these projects based on their specialties.

GM stressed that it would be useful to include ICCS in these projects, but still respecting the ICS terms regarding their involvement and publication rules. All ICS reports/publications must be published in NAU or jointly published in NAU.



Action: Committee members to review the catheterisation and special needs children paper proposal on the [forum](#) by end of September.

Action: All to contact GM if interested in the catheterization and special needs children paper proposal.

Action: GM will ask external experts to CYAC (ICCS, etc.) to join to the projects.

3. Terms of office & Terms of Reference (Attached); new member and participation of committee members to ICS

3a) GM advised that 2 people will leave the committee next year- Pallavi Latthe and June Rodgers. We will need replacement members- please suggest names and encourage people to apply to be on the committee.

Action: Committee members to suggest suitable new members and encourage them to apply.

3b) SB is due to finish his co-opted term .GM will ask SB if he would like to extend his co-opted position. Ideally GM would like him to stay on the committee for other 2-3 years, until the publication of the book on transitional care is completed.

Action: GM to contact SB regarding co-opted position. Extension may be required.

3c) Eliane Fonseca can renew her position on the committee, JE to contact to confirm.

Action: JE to contact Eliane Fonseca to confirm whether she wishes to renew her position on the committee for another 3 years.

3d GM advised that the committee may look to co-opt suitable people for projects if required going forward.

Action: GM will contact 2-3 valuable experts as co-opted members.



4. Budget and plans for 2017

4a) GM presented the idea to create a subcommittee or a working group on neuro-urology. There are many concerns in pediatric adolescents and the need to define transitional guidelines, as for CIC.

4b) GM received an industry proposal for a neuro-urology project. The funding was external to ICS. GM advised that he turned down this offer. GM advised that he would discuss possible grants/external funding with the Board for future projects. GM asked the committee their thoughts on this? SY thought a neuro-urology working group would be possible. GM advised that the Board are encouraging cross committee projects so we could look into this going forward- we would need Board approval. JE gave SSC examples of similar cross collaborations but advised Board approval should be sought. GM asked for MC's view on this request? MC felt that an official proposal should be sent to the Board.

Action: GM to submit a request to the Board for funding or external involvement with unrestricted grant.

Action: Board to approve a working group on Children and Young adults NeuroUrology (in cooperation between CYAC and Neurourology committees)

4c) Group discussed possible areas of involvement: clinical practice, pelvic pain, UTI, Botox in children etc. Two new areas have been proposed and identified: pelvic pain/UTI and Botox on sphincter. Pelvic pain/UTI group could be lead by MC/NF while Botox by SY.

Action: MC/NF will present a project on pelvic pain while SY on Botox on sphincter.

Action: Committee to discuss possible areas of involvement.

5 Bladder bowel day in Cagliari request, and other educational activities:

GM presented the Cagliari request to the committee, this request is for May 2017. GM stated that in the absence of concerns from the committee he would assume that all were happy for him to proceed and this request was approved.



GM also highlighted that JW will be organising an event with ICS/ICCS, details to be confirmed. Finally, on the basis of previous discussions GM asked KK to organise an event at the end of 2017, in order to have one educational activity in Europe (Cagliari) and other one in Asia. KK will consider possibilities and notify GM. GM welcomed applications for events from other committee members.

Action: JW to organise a joint ICS/ICCS course.

Action: KK to look into possible courses in Asia that the committee could speak at.

Action: All Committee members to notify GM of other possible events for the committee to speak at.

6 New Standard Operational Documents discussion from the ICS office (Attached)

JE explained the overview of the document and its purpose. Should anyone in the committee be interested in producing a document, news article, paper, video etc? Please refer to the guidelines to adhere to the ICS process.

5. AOB

GM stressed the importance of using the forum. JE advised any issues please contact the office and we will assist.

Meeting Ends

Children's Committee Terms of office

Member	Role	Term Start	Term End	Term Yrs	Elected	Term details	Additional Information
Giovanni Mosiello	Chair	29-Aug-13	05-Sep-19	6	Y	6 year term will finish in 2019 - CANNOT RENEW	Successful re-election in 2016
Stuart Bauer	Co-opted member	23-Oct-14	14-Sep-20	6	N	Co-opted position	
Pallavi Latthe	Committee Member	01-Sep-11	14-Sep-17	6	N	6 year term will finish in 2017- CANNOT RENEW	
June Rogers	Committee Member	01-Sep-11	14-Sep-17	6	N	6 year term will finish in 2017- CANNOT RENEW	
Jian Guo Wen	Committee Member- Paediatric urologist	18-Oct-12	30-Aug-18	6	N	6 year term will finish in 2018- CANNOT RENEW	
Mario Patricolo	Committee Member- Paediatric urologist	18-Oct-12	30-Aug-18	6	N	6 year term will finish in 2018- CANNOT RENEW	
Selcuk Yucel	Committee Member	29-Aug-13	05-Sep-19	6	N	6 year term will finish in 2019- CANNOT renew	
Kwang Myung Kim	Committee Member	29-Aug-13	05-Sep-19	6	N	6 year term will finish in 2019- CANNOT renew	
Eliane Fonseca	Committee Member	23-Oct-14	14-Sep-17	3	N	3 year term will finish in 2017- can renew	
Nelly Faghani	Committee Member	16-Sep-16	05-Sep-19	3	N	3 year term will finish in 2019- can renew	
Ashani Couchman	Committee Member	14-Sep-17	03-Sep-20	3	N	3 year term will finish in 2020- can renew	
Rien Nijman	Committee Member	14-Sep-17	03-Sep-20	3	N	3 year term will finish in 2020- can renew	
Myung-Soo Choo	Ex-officio	17-Oct-16	14/09/2017	1	N	Ex-officio	

Quorate No=4.

Committee number =10

Nominations 2018

Key	
Colour	Meaning
	Stepping down in Florence
	Stepping down in Philadelphia
	Elect position- will need to re-apply
	Will need to confirm if renewing/ positions will need to be advertised after Florence
	New member/position
	No action

ICS Children and Young Adults Committee Terms of reference

1. **PURPOSE:** The ICS Children and Young Adults Committee is responsible for supervising workshops and sessions at the annual ICS meeting relating to continence in children, adolescents and young adults. The specific action of the Committee is focused on transitional from pediatric age to adult service for continence care in order to produce guidelines, standards of terminology between children and adults, working with International Children's Continence Society but with a specific role for transitional needs.

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 seeking to work together with International Children's Continence Society to promote high quality care for children and young adults 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
ICS General Secretary	Ex officio	See Membership Page	3 years
Chair:	Elected. A member must sign his/her agreement to stand. This nomination is signed by nominator and seconder, all being current ICS members. The nominee for Chair would be a current or recent member (past 5 years) of the Children's Committee. If no one is nominated the ICS Nominations committee may suggest a suitable candidate. Nominations received by 1st March for current members all other applications by 1 st April. Voting regulations as stated.		Term of office: 3 years, renewable once by Chair/committee approval. Further terms could be approved in exceptional circumstances 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)		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 February 2016		

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.

For Terms of Office Information please see [Membership Page](#)