

## **ICS Neuro-Urology Promotion Committee Meeting Minutes**

**08:00 – 09:00, Tuesday 24 August 2010, Meeting room 710**

**Toronto, Canada**

**Known Attending:** Francesco Pesce (Chair), Karel Everaert, Jerzy Gajewski, Pablo Gomery, Limin Liao, Victor Nitti, Piotr Radziszewski, Ryuji Sakakibara, Brigitte Schurch, Tony Stone, Jean-Jacques Wyndaele,

**Known Apologies:** Waleed Altaweel, Emmanuel Chartier-Kastler, Graham Creasey, Enrico Finazzi Agrò, Helmut Madersbacher, Homero Bruschini, Andrei Manu-Marin, Clare Fowler

**In Attendance:** Avicia Burchill

1. Approval of committee meeting minutes, 29 September January 2009

The minutes were approved.

2. Terms of office

A discussion with regards to the missing terms of office was held and it was agreed that all committee members with missing start dates would start as of August 2009 AGM.

**Action:** *ICS office to update the terms of office*

It was also agreed that committee members must attend the meeting of the Committee held during the annual Meeting of the ICS at least once in 3 years

**Action:** *Add this to TOR*

It was also agreed to write to letter to committee members not present to ask them if they are willing to continue on committee.

**Action:** *FP to write to Emmanuel Chartier-Kastler, Graham Creasey, Helmut Madersbacher, Homero Bruschini, Andrei Manu-Marin, Clare Fowler.*

Five new members accepted onto the committee Waleed Altaweel/Enrico Finazzi Agrò/Limin Liao/Brigitte Schurch/Tony Stone. FP welcomed new members present.

3. Terms of Reference

The TOR was discussed and it was agreed to add the functions once the tasks were discussed and agreed. JG noted that committee could not be too big.

4. Committee activities in 2010-2011

**Fellowship 2009:-** Emmanuel Braschi was supposed to start earlier this year but had immigration issues for his chosen site (London), so has now decided to go to Graham Creasey in USA (Stanford). This will be proceeding shortly.

### **Fellowship 2010 - deadline 31 Oct 2010 and then 1 April every year:-**

The Sub committee to review the applications (FP/PR/HB/JC/JG/CF) JC has finished his term so can substitute him and need confirmation the others. FP,JG and PR confirmed that they are willing to continue. All committee would review the applications once they are reviewed. VN & TS confirmed they would be willing to review applications

**Action Point:** *Ask other sub-committee members (HB/CF) to continue to review applications*

Sites for the fellowships. JJ/JG and KE confirmed sites OK for 2010. FP site needs to be removed from website

**Action Point:** *Remove FP site from website and re-confirm with Graham Creasey, Emmanuel Chartier-Kastler and Pierre Denys, Jacques Corcos, Helmut Madersbacher, Clare Fowler that they are willing to continue acting as fellowship sites.*

FP asked for more sites for the fellowship. TS happy to put name forward but was concerned that hands on is difficult in the US if that is expected due to regulations. JJ suggested that if a member of the subcommittee received an application for their centre they should not score it. This was agreed to remove the person from the review committee and they cannot comment. JB – suggested a short site description for each site to explain facilities available.

**Action Point:** *ICS office to ask sites to provide description to be added to website*

FP stated that we do not have a formal evaluation form on the part of the fellow on his experience in that centre. We need to create a process to evaluate – what he did and how he judged his experience. TS said he would prepare something.

**Action Point:** *TS to create post fellowship application form to be circulated on the forum for discussion*

JJ asked whether there was a deadline to take the fellowship. It was agreed that no deadline should be imposed.

### **Guidelines:-**

FP this has been a long standing issue – tried to join another society to use established guidelines but this did not work. We need to rethink this and do ourselves. FP will contact HM to start something effective.

### **Dictionary:-**

It was discussed that this would be more of a glossary a complete list of the words used in the Neuro field. It would not be a standardisation document but rather something the patients can use. It would be easy and understandable English. FP was going to collate the terms which is now ready to circulate this within 1 month. FP will ask for comments within another month. KE suggested that you pick which words.

**Action Point:** *FP will send the list of words (equally divided in alphabetical order) to all members who will send the work done back to him within one month they are received.*

**Booklets:-**

FP suggested to start with voiding dysfunction in Parkinson's disease and another booklet in MS. Again this would be a simple booklet but important for patient to know about the drugs etc. JJ suggested that once one had been produced the template can be applied to others.

**Action Point:** *RS/JJ/PG agreed to work on the Parkinson's disease booklet to be published by next year.*

**Fact sheet:-**

FP said that a review of the fact sheet is required. FP asked JG on this as chair of the PCC. JG agreed that we have to do it soon.

**Action Point:** *JG to circulate the Neuro factsheet on forum for comment*

**Task Force on Pudendal Neuropathy:-**

FP had invited the 3 or 4 leading people on this – Jerome Weiss, Stanley Antolak, Jacques Beco and Stephanie Prendergast. Also Jane Meijlink has accepted to take part. FP advised the participation also of one member of the NUP Committee; in particular he solicited KE who is expert in the field. KE accepted. JJ suggested Alain Watier, but FP remarked that at least in the beginning it would be more effective not to further enlarge the working group. TS wanted to make sure that the guidelines must be approved by the Neuro committee. FP confirmed that this would apply. FP will be the Coordinator of the Task Force.

**Action Point:** *FP to start the activities of the Task Force, following presentation to the Board of Trustees Meeting.*

**AOB**

PG suggested looking at diabetes. FP suggested this go in the booklet. PG suggested this was for doctors rather than patients. PR was keen to do this and suggested to place a review article in NUU.

**Action point:** *PR/PG to take forward.*