



ACRP CANADIAN CHAPTER

Annual General Meeting Minutes



Date: 22-Mar-2017

Meeting Format: WebEx

I. Call to Order

Liana Di Marco (LD) called to order the Annual General Meeting of the ACRP Canadian Chapter on March 22nd, 2017 at 2:03 PM ET.

II. Attendees

The following persons were present for the meeting:

- Executive Members: Liana Di Marco (LD), Tanya Bridges (TB) Angela Besanger (AB), Angelina Brathwaite (AB), Dory Sample (DS), Jill Hastings (JS), Franeli Yadao (FD), Mehdi Al-Khalissi (MA), Olivia Pacanowska (OP), Dave Brown (DB)
- General Chapter Members: Catherine Pui Yin, Dana D'Angelo-Chakravorty, Debbie Waldrop, Donelda Danforth, Ejike Nwankwo, Fraser Gibson, Heather Burt, Karina Mierins, Karri Venn, Katherine Armitage-Amundson, Kelly Cairns, Laura Grosick, Lori Dewar, Mark Tempest, Marlene Santos, Mary McCann, Monica Langlois, Regina Whorms

III. Approvals

- a. Approval of the 2017 AGM Meeting Agenda
 - Moved to approve by LD
 - Seconded by TB
 - Agenda was approved
- b. Approval of the 2016 AGM Meeting Minutes
 - Moved to approve by JH
 - Seconded by Monica Langlois
 - 2016 Meeting Minutes were approved with correction of spelling mistake "bilaw" to "bylaw"

IV. Introduction of the Canadian Chapter Executive Committee

The ACRP Canadian Chapter Executive Committee members were introduced by LD.

- 2016 resignations from Executive: Jovana Vojnovic, Amanda Carrera.
- Liana resigning as president, will remain on the executive committee.
- Elections held (by Executive) at the end of 2016: Co-President replacement Angela Besanger.
- Current 2017 Executive Members:
 - o Liana Di Marco, Co-President
 - o Angela Besanger, Co-President
 - o Diane Fortin, Secretary
 - o Mehdi Al-Khalissi, Treasurer
 - o Patricia Jones, Immediate Past President
 - o Jill Hastings, Past President
 - o Tanya Bridges, Education Committee Chair



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- Carla Cockerline, Communications Lead/Membership
- Brigitte Robert, Member at Large
- Dory Sample, Member at Large
- Fran Yadao, Member at Large
- Angelina Braithwaite, Member at Large
- Dave Brown, Member at Large, Communications
- Olivia Pacanowska, Member at Large, Communications
- Jovana Mijuskovic-Stepanovic, Member at Large

V. Executive Committee Reports

a. Financial Report and Budget Review

The financial report and budget review was presented by Mehdi Al-Khalissi (MA).

- Chapter income is predominantly from collected membership fees, meeting sponsorships, and occasional educational events
- Chapter expenses include banking fees, courier charges and meeting costs
- Bank account is in a good state and able to support events, even if they go slightly in the red.

b. Membership

The membership update was presented by Dave Brown (DB).

The 2017 membership numbers are as follows:

- ACRP Global Members = ~ 13, 000
- Global Members in Canada = 337
- Canadian Chapter Members = 184

The membership numbers from 2014 – 2017 are as follows:

	2014	2015	2016	2017
Global Members (Worldwide)	15,570	~13,000	~13,000	
Global Members (Canada)	378	361	340	337
Canadian Chapter Members	171	180	169	184

c. Communications

The communication committee was established in 2012 and is responsible for bringing news and education event updates to the membership. We are happy to share that the Dave Brown and Olivia Pacanowska have joined the communication group for 2017 and we look forward to their contributions.

Current Initiatives:



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In 2014, the Chapter created a Twitter profile ([@acrp_canada](https://twitter.com/acrp_canada))

- The twitter account has grown to 496 followers.
- Provides updates on news, events and more about clinical research in Canada

ACRP Chapter Website Improvements:

- The chapter website was migrated to another platform in the fall of 2016.
- The new platform will provides the Chapter with greater control over content, access to membership reports in real-time, improved functionality and event management tools
- <http://community.acrpnet.org/communities/community-home?CommunityKey=2bb6a7db-f315-4305-8763-67c1be55773e>
- Please send any comments to canadianchapter@acrpnnet.org

Social Media Strategy – strategically focus energy on Twitter to have a streamline and effective an effective communication platform.

d. 2016 Events

The 2016 events were presented by AB.

- **Toronto, ON – May 12, 2016 – Full Day Conference**
“Leveraging Technology for Clinical Trial Success”
- **WebEx – September 22, 2016**
“Responding to GCP Inspection Findings – Follow-up and Follow Through”
- **Atlanta, GA – April 17, 2016 – Evening Networking Event**
Canadian Chapter Networking Reception at ACRP Global Conference
- **Montreal, QC – November 17, 2016 – Evening Education/ Networking Event**
“Bio-banking: Ethical, Regulatory and Practical Considerations for Clinical Trials”

In 2017 the Canadian Chapter plans to improve its web-ex capabilities and take opportunities to host events in other parts of the country. Call for new topics or ideas for events, also open call to connect with researchers across the country.

II. Upcoming Events

- **1 Canadian Speaker at the Global Conference 2017 (Seattle)**
 - Topic: Sabrina Ramkellawan
- **Canadian Reception at the Global Conference 2017 (Seattle)**
 - Sunday April 30th between 6 – 7:30pm at the Sheraton Headquarter Hotel
 - This year we are partnering with the Pacific Northwest Chapter and the Northern California Chapter for our reception
- **Full day conference - Toronto**
 - Date: Thursday October 19th



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- Save the Date email to come out this week

III. Open Mic

- Question: How do new researchers who have interest in the Clinical Research Field enter into the field? Response provided by LD - ACRP Global's mission is to promote excellence in clinical research and is not heavily focused on linking individuals to job opportunities. ACRP is moving from experience to core competencies to find people that fit. Industry is acknowledging that finding qualified professionals is difficult. ACRP provides great networking and educational content opportunities. Response provided by Kelly Cairns – ACRP has been holding a series of career fairs for free. The career fair matches potential employers and candidates.

IV. Adjournment

LD adjourned the meeting at 2:33

Meeting minutes recorded by TB