

## REBC Advisory Committee and Council Meeting Minutes

May 28, 2020 – 11:00am – 12:00pm

LOCATION: ZOOM Videoconference



British Columbia Academic Health Science Network

### ATTENDEES:

Bain, Angie – Union of BC Indian Chiefs	Hadden, Julie – Providence Health Care	Maiwald, Karin – Interior Health	Orth, Alison – CTBC (ex-officio)
Bennett, Sarah – Island Health (Chair)	Kornelson, Jude – UBC	Marsden, Namaste – FNHA	Pinto Vidal, Paola – REBC (ex-officio)
Corless, Gillian – REBC (ex-officio)	Lam, Eugenie - UVic	Mann, Jim – Public/Patient Partner	Ruiz, Jean – REBC (ex-officio)
Evans, Laurel - UBC	Longstaff, Holly – PHSA	O’Shaughnessy, Sara – Fraser Health	Schuckel, Victoria – Ministry of Health
Fleming, Terri – REBC (ex-officio)	Loo, Sunny – Public/Patient Partner		

**APOLOGIES:** Barnes, Mark – UNBC; John Russel - Langara College; Minnie Downey, BC SUPPORT Unit

**CHAIR:** Sarah Bennett **RECORD KEEPING:** Paola Pinto Vidal

Topic	Discussion	Decision or Action	By Whom
Welcome	Sarah led a welcome and expressed gratitude as we were spread across the province and based on the land of many different Indigenous peoples.		
Minutes of previous meeting	Minutes were reviewed and accepted by email in February.	No additions or changes	
Outstanding actions	Recognized that due to the public health emergency of COVID-19 some activities have not moved forward due to redirection during this time. Handbook for members, including glossary of terms and mentoring section is still underway. Sharing of the link to PHSA sorter tool – unclear if this was done. Resent during the meeting.	For information only  Send link to Members	  <b>Paola – done</b>

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<p>Review and approval of changes to Terms of Reference</p>	<p>Reviewed the suggested changes to the Terms of Reference. The revisions are minor, grammar, flow, not really any change in responsibilities</p> <p>Section 2, third bullet – discussion regarding ‘representing’ their institution and how this applies.</p> <p>6.3 Confidentiality agreement - Holly had a concern if she is bound by a confidentiality agreement, she cannot represent the PHSA.</p> <ul style="list-style-type: none"> <li>- Sunny and Jim also were concerned that they do not “represent” all patients, and Jim stipulated that there is no organization that he represents.</li> <li>- It is not a newly created document and the intention under membership is to have a breadth of membership in expertise</li> <li>- Alison Orth added it was not that every person represents all people, and not so much which institution you are a part of, but more representing different voices, health authorities, patient network, etc. For example, Holly is our expert on privacy not as a representative of PHSA.</li> <li>- We can revise wording, and be more clear individually as to what role each member is considered to be filling.</li> </ul> <p>Following the meeting, Laurel pointed out that the Confidentiality Agreement does not clearly state what BC AHSN owned information is confidential.</p>	<p>Confidentiality Agreement and Terms of Reference not accepted.</p> <p>Please send all comments to Terri.</p> <p>Further revisions required with consultation with the other BC AHSN Unit Directors.</p> <p>Confidentiality agreement needs to clarify the confidential information of BC AHSN.</p>	<p><b>ALL</b></p> <p><b>Terri</b></p>

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Revised Priorities for the Year	<p>Terri gave an update on the activities of the REBC office team during the past few months and the focus on supporting REBs in development of research inventory, guidance documents, materials, rapid review processes, and general support of each other. Paola has been developing web-based education training materials, as we cannot meet in person for the training. Due to cancellation of many educational events, would like to focus on clinical research ethics symposium in the fall.</p> <p>Laurel suggested the work of REBC remains fluid as the crisis of COVID-19 evolves. Holly suggested a virtual conference for clinical research ethics in the fall. Karin indicated that BC SUPPORT says that there will be no in person meetings for this year. Jim supported the creation of virtual educational resources.</p> <p>Recommended that REBC share more about the activities to address COVID-19 research ethics, including publishing, guest speaking, and a newsletter for Senior Leaders.</p>	Summer Newsletter	<b>Ex-officio</b>
Update on Working Groups	Jurisdiction – Work has not been progressed to specifically put in place a model for pediatric studies. However, the rapid review process for COVID-19 studies has encapsulated the proposed model where Children’s and Women’s REB would be the default board of record and conduct all reviews for pediatric studies. Publishing about the model needs to be pursued. Next phase is evaluation.	For Information  Evaluation of the Clinical Trials model, the BC Cancer model, and the Rapid Review model	<b>Ex-Officio</b>

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	<p>Metrics – Creating metrics that individual REBs can access and customize. Right now only available in detail to UBC boards. But will not happen until 2021 due to resources all devoted to WorkDay install at UBC. Some information has been collected indicating 850 active studies in PREP, a 36% increase. Information will be used in Summer Newsletter. Eugenie let us know that due to COVID-19, more researchers have been migrating previous paper-versions of harmonized studies into RISE. When considering the overall effect of harmonization, we need to ensure we include the studies that are outside of PREP (previously approved).</p> <p>Indigenous Research Ethics – Namaste provided some background on the development of the ‘working group’ with key areas of expertise. Angie mentioned that REBC has a role to play in ensuring that reactions to crisis of COVID-19, which included sending body bags to communities in anticipation of the crisis, does not happen again. Members for this group are still being sought. The approach will be to privilege the upholding of Indigenous knowledge and it would have been ideal to do this through a “gathering” will not take place this year, but maybe next year. Around the PREP questions, what kinds of conversation and engagement needs to happen to better inform the ethics application? Especially including Bill 41 and UNDRIP. Gillian has been developing relationships with the Metis Nation, as well as working on a joint Note to be issued to researchers by FNHA and REBC reminding them of the need for Trauma Informed Care and understanding cultural safety.</p>	For Information	
AOB	Terri brought up the issue of the Terms of Reference requiring the Advisory Council to choose a new Chair after one year. Terri recommended to the Council that they make a motion to defer this decision in favor of consistency right now.	<b>Motion: Chair will remain in place; New Chair decision will be made by the Council at the first meeting of the 2021.</b>	<b>Motion:</b> Laurel Evans <b>Second:</b> Holly Longstaff <b>Motion Passed</b>
Next meeting	Suggested 3 <sup>rd</sup> week of September		<b>Agreed</b>
Meeting adjourned			Sarah Bennett