

REBC Advisory Committee and Council Meeting Minutes

October 17th, 2019 – 9:30am – 11:30am

LOCATION: BC AHSN Office, Suite 420, 1367 West Broadway, Vancouver, BC



British Columbia Academic Health Science Network

ATTENDEES:

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

GUESTS: Tom Noseworthy, Deepa Singal

APOLOGIES: John Russell, Mark Barnes, Karin Maiwald

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

Topic	Discussion	Decision or Action	By Whom
Welcome and Review of minutes from previous meeting; Link to “BC AHSN Looking Forward” ; Review and Approval of agenda	Round of introductions at the table Motion to accept minutes from previous meeting. No changes to the meeting minutes were requested.	Minutes accepted	
Guest: Update from Tom Noseworthy, CEO of BC AHSN	Tom N. thanked the members for their hard work, to date and yet to come. He noted that it is important for REBC to continue to show their relevance on the provincial stage now that the models have been created. An article should be considered describing the beginnings of BC ethics harmonization.	For information only	
Revision to Terms of Reference: Addendum	Addendum to include sentence on reimbursement for travel for members when requested that they attend meetings/conferences on behalf of REBC.	Motion accepted to approve addendum	Motion: Sara O’Shaughnessy Second: Jim Mann

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Development and Training for the Advisory Council members	<p>Discussion prompted by the Chair to ask members what types of training or resources would be useful for the Advisory Council.</p> <ul style="list-style-type: none"> - Agreed that it would be good to offer some training and information in the area of Research Ethics for council members i.e. the history of research ethics, background of Research Ethics BC and where it is going, relationship to the host (BC AHSN), ethics jargon, regulation and policies (TCPS, FDA, NIH etc.). - Suggestion of a slide deck around membership on REBC Advisory Council, as a form of orientation. - New employee orientation/reading lists from research ethics offices can be sought and would be useful. - The council will delve into specific topics as they come up, taking an iterative approach that may requires some extra-curricular work outside of the meetings. - It was noted that attending conferences such as CAREB (Canadian Association of Research Ethics Boards) is a valuable experience for Council members. - Noted that it would be great to hear from the multi-jurisdictional researchers and their experience. <p>Discussion about distribution and communication methods preferred by members:</p> <ul style="list-style-type: none"> - Education pieces for external use can be on our website. - ECoPs are useful for discussions online, as well as resource library. - New employees at research ethics offices have training processes in place which could be used towards an educational plan for members. 	<p>Action: Create an ‘E-COP for Dummies’ type guidance.</p> <p>Action: Create an Education Plan for Members; work with resources already available from REB offices</p> <p>Action: Create an Outreach Plan including resources and briefing notes to be developed.</p>	<p>P. Pinto Vidal</p> <p>T. Fleming</p> <p>T. Fleming/ J. Ruiz</p>
Theme: Indigenous, Nation and Community Based Research Ethics	<p>-REBC Chair, Sarah B. presented her work with Island Health, FNHA and Cowichan Tribes</p> <p>REBC and FNHA are collaboratively working together to create a secondment to REBC from FNHA. This person would help facilitate the development of Indigenous, Nation and community-based Research Ethics resources and network in BC.</p>	<p>Action: Review existing knowledge and models, aggregate resources on indigenous research ethics and resources from Indigenous scholars with goal of being defined, and validated by the Indigenous community</p>	<p>Working Group (yet to be formed)</p>

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Theme: Clinical Trials Harmonized Review	<ul style="list-style-type: none"> - Sara O. gave the background on the Clinical Trials working group and the release of a pilot model for harmonized review of investigator-initiated clinical trials - Alison O., Director of CTBC, reviewed the model - We need consultation with research coordinators and nurses before we can create a model for sponsored clinical trials – CTBC can help us make connections - Agreed that reforming the working group is required, and to involve sponsors, industry, higher level leaders, and include a firm mandate - Holly L. expressed concern that if review efficiency issue is not addressed, BC risks losing or not attracting sponsored clinical trials - Victoria S. stated that Ministry of Health supports the ‘nimbleness’ of any study getting approved and started 	Action: Dissolve the current working group on Clinical Trials and create a new group and a smaller working group can stay in place to develop the metrics and evaluation of pilot	T. Fleming, S. O’Shaughnessy
Theme: Resources for Ethical Reviews, REBs and Capacity Building	Some of this topic was discussed under Development and Training (see above)	Tabled for next meeting	
Theme: Consent Processes	We have been hearing the messages about consent processes. Ideas for strategies around consent will be brought to the next meeting by the ex-officio.	Action: Develop ideas for consent process improvements	J. Ruiz
Theme: Privacy and Data Access	<ul style="list-style-type: none"> - Discussed briefly if REBC has a role to play in helping to streamline the privacy and data access processes that sometimes overlap with the REB review process. - Holly L. stated that a ‘privacy’ review is not a requirement for a research study to be approved, only ethics approval is required. PHSA has process in place for Privacy advice to be provided during the ethical review process – advice is provided to the REB or REB Administration. 	Tabled for next meeting	
Memorandum of Understanding with member organizations	<ul style="list-style-type: none"> -Terri F. provided brief update on the MoU that has been drafted to replace Reciprocity Agreement between network of REBs involved with REBC and PREP. - Purpose is to form 3-way agreement between REBC, each REB in the network, and UBC – as the owners/operators of the RISE system where PREP (the electronic platform for harmonized ethical review) is housed. - It has been with Laurel E. for review and UBC legal will review as well 	Obtained general agreement from Council on introduction of the MOU	
Working Group Updates: Jurisdiction	Brief update provided	For information only	
AOB and Next meeting date suggestions	Next meeting to be in February 2020	Action: Doodle poll will be sent around	Ex-officio
Meeting adjourned		11:40 am.	