



HTAi IRG Business Meeting 2008 Montreal, 7th July 2008 at 12.15

Present:

Elaine Alligood, Elisabeth Giesenhagen, Julie Glanville, Carol Lefebvre, Shaila Mensinka, Donna Rindress, Becky Skidmore, Therese Svanberg, Eva Alopaeus, Laurent Piazza, Anna Wilkinson, Anne Fry-Smith, Liza Chan, Diane Lorenzetti, Trish Chatterley, Liz Bennett, Mathieu Plamondon, Robert Aubin, Sigrid Droste, Malene Fabricius Jensen (IRG Chair)

Apologies:

Sari Ormstad (IRG Chair Elect), Susan Bidwell

Minutes taken by Becky Skidmore.

Agenda

1. Report to HTAi Board
2. Plans and activities
3. Other business

Ad. 1 Report to HTAi Board

Chair Malene Fabricius Jensen (MFJ) presented the report of IRG activities 2007 – 2008. The Report was sent to the HTAi Board prior to Board Meeting, 5th July 2008.

Vortal

Editors in chief: Elaine Alligood (EA) and Becky Skidmore (BS).

- Sections updated include “How to do HTA”, “HTA Conferences”, “HTA Education”, and “HTA Agencies and Organizations”.
- Current technical developments: A “scholarship” has been considered to offset workload from others (i.e., updating content and technical developments). The HTAi Board supports this and a job description is in progress (EA). The library school in Boston has been contacted since the proximity to one of the “editors” is seen as an important aspect of this position.

Collaboration with HTAi groups and external organisations

EA and MFJ met with HTAi Policy Forum to investigate ways of supporting and promoting mutual activities. A special section of the Vortal will be dedicated to the Policy Forum. The Policy Forum was also encouraged to consider additional areas for collaboration with the IRG.

Other collaborative issues include INAHTA (e.g., HTA glossary). BS is involved in the glossary’s editorial group and EA is in charge of technical issues associated with integrating the glossary with the HTAi Web site and Vortal. The IRG has been invited to join the meeting of the INAHTA Training and Education Working Group on 10th July. MFJ will attend.

IRG activities at HTAi Annual Meeting 2008

There were 38 attendees at this year’s workshop. The workshop included five presentations covering two themes: 1) Searching and filtering and 2) Reporting and documenting. Using these presentations as a starting point, the attendees discussed ideas and problems relating to their daily work and experiences.



A panel session had been proposed but was not accepted this year.

Forthcoming HTAi Annual Meetings

The IRG Chair had a preliminary meeting with next year's HTAi organizing committee Chair (Singapore). The importance of a local contact person was stressed. It was noted that IRG member, Susan Bidwell (SB), is on the organizing programme committee for the Singapore meeting.

The first initial informal contact with the Dublin 2010 meeting organizers was also made and included a proposal for an IRG member on the scientific programme committee.

Mailing list

The IRG mailing list has approximately 150 members. It is currently hosted by the Otago University, Christchurch, New Zealand.

Feedback from HTAi Board

The Board is very pleased with the IRG. We are one of most active groups and they encourage our group to develop ideas and initiate collaboration with other SPIGs.

Discussion

Carol Lefebvre (CL) noted the ongoing failure to achieve presence in the scientific programme or to have a parallel panel. She noted there were 20 parallel sessions this year running in groups of 5. HTAi should be honouring their most active 5 or 6 Interest Groups, e.g., IRG. MFJ has already mentioned this issue to the Board but they say they cannot influence the programme. The HTAi Board doesn't prioritize topics or groups as this is done by the programme committee.

One way to improve the above situation would be to ensure that an IRG member is on the scientific programme committee. This could be done through governance. The Board is working on a governance model that could involve representation by SPIGs on the scientific programme committee. However, there are issues of fairness/equality with the other SPIGs. As well, there needs to be more "Information Retrieval"-related papers on the programme in order to ensure attendance. One member asked if there were existing meeting guidelines regarding these matters.

ACTION

MFJ will follow-up to determine if and how previous discussions may have been incorporated into current HTAi documents and policies.

Ad.2 Plans and activities

Internal organization

IRG is an evolving and growing group and as such needs to look at its internal organization. The current model consists of a Chair and a Chair Elect. Both positions serve for a two-year period → four years in total for the persons involved in chairmanship.

One option is to establish a smaller member group to carry out IRG activities. This could be an executive group – perhaps consisting of the Chair, Chair Elect, two Past Chairs, plus other members who are interested in participating. This would help ensure existence of a core group, stimulate new ideas and members, and introduce more sustainability into the group. A process for appointing members to the group would need to be developed once the model had been determined.

Discussion

Are there specific areas that would need addressing, e.g., Vortal, collaboration with other groups, activities for forthcoming HTAi meetings?



IRG activities might be ongoing or temporary.

Members could identify ideas for activities.

It is useful to have a more dynamic group.

CL – useful to formalize executive as well as draw in new members.

EA – recognition from Secretariat – time to think strategically of what we can do as a group – how our group can influence practices within HTA agencies.

CL – the proposal creates a more permanent structure due to two year changes with Chair – ensures a larger body of knowledge – allows for more formalized relationships – also more transparent.

ACTION

MFJ will write draft for IRG organization and circulate on listserv for comments – then notify HTAi Secretariat. Prior to sending to the Secretariat, a web conference of interested IRG members could be arranged, if necessary.

HTAi meeting planning for next years

The various options for consideration include further workshops, lunch & learn sessions, and parallel panel sessions. It might be useful to structure this process so we are ready when the call for abstracts comes out in the fall.

Discussion

Diane Lorenzetti (DL) and Julie Glanville (JG) agree that presenting possible ideas is something often welcome.

CL – importance of timing. Attendance at HTAi meetings is often dependent on whether the abstract or poster has been accepted – funding for training often dependent on attendance.

MFJ – this year the workshop programme content was required ahead of the time of calling for abstracts. Not sure how LOC manual works – timing may be predetermined.

Robert Aubin (RA) discussed aggregation that may tie in with Vortal – MFJ said this could be one of many possible ideas for IRG activities at the upcoming meeting.

EA – Need to encourage members to submit papers.

MFJ - IRG could see where we may have overlap in ideas and then create specific topics area to be proposed as panel sessions. We could share our abstracts within our group as kind of “audit” – identify common themes.

CL – perhaps set up in a structured abstract format to make it easier to evaluate submissions.

It might be better not to distribute abstracts broadly but rather to ask for more individual feedback.

ACTION

MFJ will write draft on how to work on upcoming process could be coordinated.

Members were unsure about whether they would have funding for next year’s conference in Singapore. MFJ noted that this year’s IRG workshop presenters had been offered reimbursement for their Workshop and HTAi meeting registration fee. Such reimbursements were done with the support of the HTAi. IRG recognizes that HTAi’s financial support is an important contribution to the quality of the annual pre-conference workshop.

Ad 3 Other business

News from the Cochrane Information Retrieval Methods Group (Carol Lefebvre)



Health Technology Assessment International

An International Society for the Promotion of Health Technology Assessment

CDSR now has an impact factor – importance of citing a Cochrane Reviews correctly – this will ensure an increased impact factor – need to ensure presence in bibliography.

Several attendees noted a different (and sometimes incorrect) way of citing Cochrane Reviews in other databases.

Cochrane Handbook updated – will coincide with latest release of RevMan. There was a further update 3 weeks ago but it is not yet available electronically. It will be published as a textbook in October by Wiley Blackwell. This information will also be freely available to the IRG group. The IRMG will also be meeting in Freiburg in October 2008 at the annual Cochrane Colloquium. Training of “teachers” will occur in July.

The IRG Business meeting was adjourned at 13.15.