



FINAL MINUTES

Opening and President's Welcome

Professor Patrizia Tormene, President, opened the 2019 ISCEV symposium. She thanked everyone for a wonderful eight years during her presidency, especially the ISCEV board for their help and support during these years. She expressed hope that she has contributed during her presidency and she thanked everyone for believing in her. Now, it is time to pass the baton.

Professor Tormene also reminded the attendees that only active members can vote, based on the ISCEV by-laws.

1. Tasks of the Membership Meeting

Dr. Karen Holopigian reminded the attendees that according to the By-Laws (Article XV), the main tasks of the meeting are:

- To hear the reports of the board members, take questions, and accept these reports
- To exonerate the board
- To elect officers

2. Minutes of 2018 Membership Meeting

Dr. Karen Holopigian asked if there were any corrections or additions to the minutes of the 2018 Membership Meeting, a draft of which was included in the 2019 Newsletter. There were none, and the minutes were accepted as an accurate representation of the 2018 Membership Meeting.

3. Report from the 2019 Symposium Host

Professor Young-Hoon Ohn reported on the 2019 Symposium. There were 55 people registered for the human and animal courses; 19 were International and 36 were from Korea. The Symposium finances were negative, with a current loss of approximately \$25K. There were 118 early registrations, 12 on-site registrations, 23 accompanying persons and 29 were local registrations. The winner of the Olympics was Asia.

4. ISCEV Officers' Reports

Secretary-General: Dr. Karen Holopigian referred the attendees to her report in the 2019 Newsletter. Also, she informed the members that the Supplement dedicated to the 57th ISCEV Symposium is online; members had free access until November 6th. There is also a social media campaign (twitter) to promote free access.

Editor-in-Chief *Documenta Ophthalmologica*: Professor Pierre Lachapelle added to his report in the Newsletter that there was an incident of plagiarism with *Documenta Ophthalmologica*. He was notified of the potential issue and he and the board communicated with the authors. The study was conducted by a private organization and there was no way to verify the authenticity of the data because the organization had gone out of business. An expression of concern (drafted by the publisher's attorneys) will be published. The letter will have a link to the document.

Director of Education: Dr. Dorothy Thompson complimented the local hosts for the great organization of the courses.

There is an electronic course with learning modules being considered; four ISCEV members have approved this. There is a need for learning resources and training in the US; there will be an effort to develop appropriate programs.

Director of Standards: Dr. Karen Holopigian reported for Dr. Anthony Robson. Five extended protocols have been published since the Reims symposium and another has been approved and submitted for publication. The extended protocol for the analysis of the rod-isolated ERG a-wave is being finalized. The ISCEV guideline for Calibration and Measurement is available on ISCEV website for membership review until November 11th. The draft extended protocol for VEP spatial frequency thresholds for visual acuity has progressed and will be posted for membership review. The role of ISCEV in visual electrophysiology lab/clinic self-accreditation is receiving feedback.

Feedback on the use of extended protocols is welcome.

To submit a proposal for an extended protocol: Submit the proposal in writing to the director of standards; it requires the support of 3 ISCEV members (independent; not linked to 1 group/lab). The protocol proposal < 700 words excluding references with a title, the names of the proposers, the description of the clinical need and a brief summary of protocol & variations. **Send to: anthony.robson3@nhs.net**

Director of International Communications: Professor Michael Bach had nothing to add to his report in the Newsletter.

Regional Vice Presidents' Reports

Vice President for the Americas: Dr. Karen Holopigian reported for Professor Laura Frishman. There will be an ISCEV@ARVO this year in Baltimore; please support the meeting by submitting abstracts and planning to attend.

Vice President for Europe/Africa: Mr. Richard Smith noted that at the BriSCEV annual meeting, there is a session in which they review real electrophysiology reports (anonymized) as an educational tool for younger members; this session is well received and could be considered as a model for ISCEV.

Vice President for Asia/Oceania: Professor Mineo Kondo did not have anything to add to his report in the Newsletter.

The membership was asked to accept the reports of the board and to exonerate the board; the reports were accepted and the membership exonerated the Board by a show of hands.

Treasurer's report

Professor Mathias Seeliger displayed a spreadsheet with the Treasurer's report for review.

He noted that we are negotiating a new contract with Springer and have received legal counsel regarding this. The membership should expect an e-mail from Professor Michael Bach regarding annual payment.

The membership was asked to accept the report of the Treasurer and to exonerate the Treasurer; the report of the Treasurer was accepted and the Treasurer was exonerated.

5. Highlights from the Board of Directors Meeting

Dr. Karen Holopigian summarized the highlights from the Board meeting:

There were 7 travel grants awarded this year, from 8 applications; these were for travel to the Symposium (4) or for attendance at the course and the Symposium (3).

There were 17 candidates for the Dodt award; Dr. Allison Dorfman managed this.

There were 6 candidates for an initial Marmor award and 1 candidate for a follow-up award; this was managed by Mr. Richard Smith and Professor Mineo Kondo.

There is a need to develop better training programs and to connect people with positions, which led to a discussion about creating training programs for electrophysiology, as well developing tools to connect new trainees with employment opportunities. This developed from the YSCEV (Young ISCEV) meeting, which was an informal discussion with senior ISCEV members regarding their career paths and advice.

There has also been a need identified to have more formal training of new electrophysiology technicians, especially in the US and to help facilitate those in the field to find good electrophysiologists and vice versa. The ISCEV board agreed to create a working group to look into these issues.

6. Elections

Dr. Karen Holopigian reviewed the election procedure, illustrated by a flow chart.

Vice-President for the Americas: Professor Laura Frishman has nearly completed one term and is eligible and willing to stand for a second term. There was a call for nominations but there were no further nominations from the floor. The membership unanimously approved Professor Frishman's re-election for a second term.

President of ISCEV:

Professor Patrizia Tormene will have completed her 2nd term. We thank her for her great service and dedication to the organization.

A nominating committee was formed, chaired by Professor Colin Barber. The committee created a slate of candidates for President of ISCEV. At this meeting, each candidate spoke briefly on his/her behalf. The candidates are (alphabetically) Dr. Ruth Hamilton, Dr. Vernon Odom, Professor Shuichi Yamamoto. After the candidates spoke, there was a membership vote and the top two candidate's names will move forward to a membership ballot vote. The candidates Dr. Ruth Hamilton and Professor Shuichi Yamamoto were selected to move forward to the mail ballot. Details are provided in the 2019 NewsExtra.

7. Future Symposia

2020: Les Îles-de-la-Madeleine, Quebec, Canada

The hosts will be Professor Pierre Lachapelle, Dr. Allison Dorfman, Dr. Anna Polosa and team; the Symposium Coordinator will be Dr. Ruth Hamilton. The meeting will take place 12-16 September, 2020 (Courses 10-11). Possible methods of travel include Air Canada (3 regular flights per day; capacity of 50 people per flight) via Montreal (YUL) or Québec or Pascan Aviation (2 regular flights per day; capacity of 15 people per flight) via St-Hubert (YHU). Flight costs range from \$300 (NY to Montreal), \$600 (London, Paris or San Francisco to Montreal), \$1200 (Tokyo or Sydney to Montreal). After Montreal, there are various ways to get to the destination including additional flights or car + ferry or even a cruise from Montreal port. For accommodations, ISCEV will be reserving the beachfront property of the Château Madelinot and Auberge Madeli property (at a competitive price); other inns and hotels will also be available. Fees for both room and all three meals will be approximately U\$200.00 per day. Registration fees should be in the range of recent ISCEV meetings (i.e., approximately \$550.00 USD for full ISCEV members and \$400.00 USD for younger members).

2021: Liverpool, England

The dates for the meeting are 4-7 August, 2021. The meeting planning will include BriSCEV; It was noted that Mr. Richard Smith will be the Symposium coordinator (Update: Professor Colin Barber will join Mr. Richard Smith as a Symposium Co-Coordinator.)

Liverpool is a university city with 25 thousand students in 4 universities. There will be >600 available rooms at the venue, with other hotel options as well. Travel to Liverpool is very easy; from Europe via the John Lennon Airport, Liverpool with budget carriers (RyanAir, EasyJet). From the rest of the world, via Liverpool & Manchester

International (the cheapest hub for air travel in the World, 25 miles from Liverpool). From London via a 2 hour high-speed train trip.

2022: Three invitations for Asia/ Oceania were presented:

1. Kyoto, Japan by Professor Masayuki Horiguchi
2. Bangkok, Thailand by Professor Tharikarn Sujirakul
3. Zhengzhou, China by Professor Bo Lei

Following the presentations, the membership voted to reduce the number of locations to two. The two locations chosen were Kyoto, Japan and Bangkok, Thailand; these locations will go to a membership ballot vote.

8. Other Business

At the close of the meeting, the Secretary-General presented flowers to President Tormene and thanked her for her service to ISCEV. The Secretary-General was not notified of any other business. Therefore, the meeting was closed at 5:10 PM.

A handwritten signature in black ink, appearing to read 'Karen Holopigian', with a stylized, cursive script.

Dr. Karen Holopigian
Secretary General