



MINUTES FOR EXECUTIVE BOARD MEETING

HELD ON THE 09th OF NOVEMBER 2020

VIA ZOOM

ATTENDING: Dr D Brittain
Dr D Reynders
Dr E Verburgh
Dr S Parasnath
Dr J Thomson
Liezl Slump
Adelle Coertze

APOLOGIES: Dr D Moodley
Dr M du Toit

1. OPENING

- Dr Brittain welcomed everybody.

2. MINUTES PREVIOUS MEETING

- Minutes from the meeting held on 15 September 2020 were accepted.

3. FINANCIALS

- Adelle explained the financials for the book year March 2019 to February 2020.
- The Executives approved the financials and they will be published on the website.
- Adelle and Liezl to follow up on outstanding membership fees.

4. WORKING PARTIES

- Need to keep focus and keep communicating on work being done by the various WP's.
- REGISTRIES
 - Prof Verburgh will meet with Dr Koornhof on 10 November 2020. Starting with SOP's. They still need to do a Business plan for implementation of Quality Management.
 - Dr Thomson showed what they created on SANBS platform and explained how this could work as a National repository of documents with each unit having their own controlled section. Any unit is able to create and add documents.

- Prof Verburgh also reminded us that UCT has the option of sublicensing Q-pulse to support each units' quality program.
- Dr Brittain will speak to Vincenzo and Estee regarding a central repository and control over documents.
- UNIVERSAL HEALTH ACCESS
 - Dr Brittain spoke to Dr Naidoo who will send a report on progress made.
- CELL AND GENE THERAPY
 - Prof Pepper has been working on the regulatory framework. A number of challenges in implementing a new framework and changing track to engage the DOH and SAHPRA within the current framework. Target to present to HPCSA early 2021. Ig Viljoen working on an article to be published in the SAMJ.
 - HPCSA registration of the coursework, training requirements and assessment of competence for the Medical Technologist qualification in Cell Biology with its two subsections of "Tissue Banking" and "Cell & Gene Therapy".

5. TRAINING

- Previous meeting (15/9/2020) we discussed training. Dr Brittain spoke to E2 and our website can host this. Dr Brittain made a video on how to make a presentation video, this will be distributed to members who we will ask to do a presentation and add questions at the end which can be done afterwards electronically. Members will get 2 CPD points per activity after passing the test. The whole process will be explained. Dr Brittain will draw up a list of doctors and ask them to do presentations for the above purpose.

6. RESIGNATION DR MIKE DU TOIT

- Dr M Du Toit has tendered his resignation as a Board member.
- Dr Du Toit was acknowledged and thanked for his contribution to both the Society and the field of stem cell transplantation in SA over many years.
- All agreed not to replace Dr du Toit.

7. CLOSING

- Dr Brittain thank everybody for their input.