

IDPH INSTITUTIONAL REVIEW BOARD / MEETING MINUTES

SUMMARY NOTES				
Topic	Reporting	Discussion Summary	Commitment / Progress (Action, Status, Outcome)	Accountable (Who / When)
		Abstained = 0		
Protection of Human Subjects Recertification	Kori Acosta	<ul style="list-style-type: none"> ○ IDPH policy on protection of human research subjects requires that members recertify <i>every three years</i>. Reference to this policy may be found on page 9, section 3.5 “Board Member Education/Training” in the <i>IDPH IRB Procedures Manual</i> at: http://www.dph.illinois.gov/sites/default/files/publications/procedures.pdf ○ Members will be sent recertification reminders 3-months before the due date. 	Certification copy overdue by 10 months	Dennis Tiburzi
Reviews	Harold Duckler	<p>Harold Duckler distributed and discussed the current study status listing. Matt Charles moved to approve the study status listing. Fangchao Ma seconded the motion. All approved. The motion was carried.</p> <p>Total voting = 06; Vote: For = 06, Opposed = 0, Abstained = 0</p>	Ongoing	
Common Rule	Craig Conover	<p>Craig Conover presented a summary of changes to the Common Rule, in effect January 21, 2019</p> <p>The new rules apply to new studies; old studies may apply either all or none of the new rules only</p> <p>Progress Reports are no longer required for research initially approved via expedited review</p> <p>Informed Consent must have sufficient detail and be understandable to the subject or subject’s legal designee</p> <ul style="list-style-type: none"> a. Statement required that data will be either de-identified and used in a later study or that data will not be used in the future even if identifiers are removed 		
Full Board Review	Craig Conover	<p>Discussion of #0928 Supportive Release Center Study (SRCS) resumed.</p> <ol style="list-style-type: none"> 1. Craig Conover provided a brief status update. 2. Work Order signatories and procedures were discussed. 	Ongoing	

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		The study meets criteria for approval as defined in 77 Ill. Adm. Code 1005.110 and the committee approved of the revised Work Order Language. Jane Fornoff moved to approve the study. Fangchao Ma seconded the motion. All approved. The motion was carried. Voting roll call was taken by Kori Acosta. Total voting = 06 (0 member recused and did not vote, however Matt Charles had to leave at 3pm, Dr. Conover substituted for him); Vote: For = 06, Opposed = 0, Abstained = 0. Quorum was maintained throughout the review.		
2019 Meeting Schedule	Kori Acosta	<ul style="list-style-type: none"> ○ Board Meetings are held on the 3rd Thursday of the 2nd month of each Quarter from 1:30-3 PM. ○ Ad Hoc Meetings are <i>tentatively</i> scheduled on the 3rd Thursday of all months when there are no Board Meetings scheduled ○ This year's schedule is as follows: August 15, & November 21 in the Director's Conference Rooms in Springfield & Room 711 in Chicago <p><i>*Videoconferencing Available</i></p>		
Public Comment	Chair	<ul style="list-style-type: none"> ○ Dr. Conover opened the floor to public comment. ○ There was none as there were no public present for comment. 		
Adjournment	Chair	The meeting was adjourned at 3:15 p.m.		