

IDPH INSTITUTIONAL REVIEW BOARD / MEETING MINUTES

SUMMARY NOTES				
Topic	Reporting	Discussion Summary	Commitment / Progress (Action, Status, Outcome)	Accountable (Who / When)
Approval of Minutes	Arthur F. Kohrman, MD	No changes were requested. Eduardo Alvarado moved to approve the minutes from August 19, 2015. Tiefu Shen and Matt Charles seconded the motion. All approved, aside from Jeff Lyon (absent last time) and Camela Gardner (new member), who abstained. The motion was carried.	Emailed to Divya for posting	Kori Acosta
Membership Updates	Arthur F. Kohrman, MD	<ul style="list-style-type: none"> o Eduardo Alvarado was appointed as a Regular Member (formerly an Alternate Member); o Matt Charles was appointed as an Alternate Member; o Claudia Nash was appointed as a Regular Member (formerly an Alternate Member) o Camela Gardner was appointed as an Alternate Member 		
Protection of Human Research Subjects Recertification	Kori Acosta	<ul style="list-style-type: none"> o IDPH policy on protection of human research subjects requires that members recertify every three years. 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> accessible via the internet at: http://www.dph.illinois.gov/sites/default/files/publications/procedures.pdf o Members will be sent reminders beginning 3-months prior to the recertification due date. 	Carla Little; almost 1 year past due	Members
Reviews	Harold Duckler	Harold Duckler distributed and discussed the current study status listing. Jenny Aguirre moved to approve it. Jane Fornoff seconded the motion. All approved. The motion was carried.	Ongoing	
Zika Update	Jane Fornoff, D.Phil.	<p>Dr. Fornoff provided a summary of the Illinois response to the Zika virus.</p> <ul style="list-style-type: none"> o Mosquito Abatement o IDPH Lab Testing for Zika o Surveillance of infected adults & infants o Education for health care providers and the general public 		

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Remaining 2016 Meetings	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 remaining Board Meetings are August 18th & November 17th in the Director's Conference Room in Springfield & Room 711 in Chicago <p><i>*Videoconferencing Available</i></p>		
Public Comment	Arthur F. Kohrman, MD	<ul style="list-style-type: none"> ○ Dr. Kohrman opened the floor to public comment. ○ There was none as there were no public present for comment. 		
Adjournment	Arthur F. Kohrman, MD	The meeting was adjourned at 2:43 p.m.		