

<b>VAXSIG</b>	<b>Minutes</b>
<b>Date:</b>	August 24, 2018
<b>Time:</b>	6:45 pm (CET)
<b>Location:</b>	Prague Conference Center
<b>Attendees:</b>	Bob Chen, Cathy Panozzo, James Stark, Wan-Ting Huang, Victoria Abbing, Harry Seifert, Daniel Weibel, Katherine Yih, Catherine Cohet, Jerome Wilson, Thomas Verstraeten, Kaatje Bollaerts, Alex Bica, Nicky Klein, Wei-I Huang, Tamar Lasky, Jeanef Kemmeren, Alison Kawai, Alena Khromava, Patricia Saddier, Sun-Young Jung, Yvonne Ohadike, Francois Haguinet, Bing Cai
<b>Discussion</b>	
<ol style="list-style-type: none"> <li>1. Discussion               <ul style="list-style-type: none"> <li>○ Discussion of what the Vaccines SIG does and how it operates. Issues were raised regarding expanding the reach and knowledge base to the wider ISPE audience. VAXSIG had multiple events at ICPE Prague including two oral sessions and symposium; thus, program committee recognizes interest is rising. Other methods of increasing reach should be explored.</li> </ul> </li> <li>2. Succession               <ul style="list-style-type: none"> <li>▪ 1 year rotation with automatic advancement to next position</li> <li>▪ Secretary, Vice Chair, Chair                   <ul style="list-style-type: none"> <li>• Harry Seifert’s term is over</li> <li>• Team works together to arrange speakers and meetings. Chair represents group at ISPE Board of Directors meetings when possible.</li> </ul> </li> <li>▪ Looking for new Secretary - speak to Daniel or James if interested</li> </ul> </li> <li>3. Next Meeting (first Wednesday of month)               <ul style="list-style-type: none"> <li>○ <b>Wednesday October 3, 9 am EST</b> <ul style="list-style-type: none"> <li>▪ Presentation – Dr. Bradley Layton, PhD, RTI</li> </ul> </li> </ul> </li> </ol>	

<b>Action Items</b>	<b>Responsible</b>
1. Next Meeting: Wednesday October 3, 9 am EST	All
2. Interest in serving as Secretary – reach out to James or Daniel	All