

International Vasa Previa Foundation, Inc.

Executive Committee Meeting Minutes for 1 November 2004

Executive Committee members present:

- Amy Brown Gaghagen, President
- Cindy Paris, Secretary / Membership, Nominating Committee Chairperson
- Victoria Goldstein, Treasurer / PR, and Research Committee Chairperson
- Debi Pederson, Vice President

IVPF Committee chairpersons present:

- None

Kathy Blades, Support Committee chairperson was not in attendance

Marlou Van Dijck, Education Committee was not in attendance

Trina Perrone, Fundraising Committee co-chairperson was not in attendance

Sue Miller, Fundraising Committee co-chairperson was not in attendance

Meeting began at 16:17 GMT (10:17 AM CST)

Executive Committee Minutes from 18 October 2004 were unanimously approved for archival and distribution.

Agenda:

- Officer Reports
- Treasury Reports
- Chapter Reports
- Membership Committee Report
- Public Relations Committee Report
- Research Committee Report
- Fundraising Committee Report
- Education Committee Report
- Support Committee Report
- Nominating Committee Report
- Budget
- Old Business
- New Business

Officer Reports:

- President
 - No report given.
- Vice President
 - No report given.
- Secretary
 - Secretary reported that 21 participating membership certificates have been printed and will be sent to new members with their voting ballots.
 - Email training on IVPF policy ("Basic Training") has been drafted, submitted, approved, and emailed to volunteers.

- Treasurer
 - Not all of the funds from Sophie's Walk are in yet.
 - USA
 Donations and interest: \$4,275.00
 Expenses: \$678.00
 Total cash on hand: \$41,404.69
 In-kind donations: 0
 Thank-you notes sent to donors: 52
 - UK
 Donations and interest: £0
 Expenses: £0
 Total cash on hand: £828.11
 In-kind donations: £0
 Thank-you notes sent to donors: 0

Membership:

- There are 74 participating IVPF members.
- There are 275 subscribers in the IVPF newsletter email group.
- There are 176 subscribers in the Vasa_Previa email group.
- There were 4 additions to the Vasa_Previa email group birthday calendar.
- This committee continues to provide routine maintenance and screen / welcome new subscribers to the email groups.
- This committee writes to people who contact the IVPF through its info@vasaprevia.com email address and contact forms.
- This committee maintains records of contacts and IVPF members.
- Upgrade of IVPF database is being made by an IVPF member who is a professional in web database design and management.

Public Relations:

- October newsletter has been sent out.
- Email training on IVPF policy ("Basic Training") has been drafted, submitted, approved, and emailed to volunteers.
- A piece for "Scottish Nurse" magazine has been written and submitted to same.
- Carol Prentice has been interviewed on her experience of Endometriosis, pregnancy and vasa previa. Awaiting transcript for checking and then information will be on dipexUK website.
- Baby Lifeline charity website is interested in providing information on their site about vasa previa. IVPF has provided information with a goal towards including VP in their CD-ROM and other materials.
- Updated the "baby-parenting" website about the research study. No mention of VP in their section on bleeding in pregnancy.
- Have written to all the Royal Colleges (GP's, Midwives, Health Visitors, Gynaecologists and Obstetricians etc) in Scotland to determine how vasa previa features in their training programmes. Royal College of Surgeons do not cover any aspects of vasa previa in their curriculum or training as they do not believe it is appropriate; Royal College of Pathologists do not learn about VP; Royal College of Gynaecologists and Obstetricians state that they do cover VP in their curriculum for all Obs/Gynaes "although it is a rare condition". They also cover post-partum

haemorrhage, although they now realise that there are gaps in the MOET handbook/courses which they produce and they will seek to rectify this.

- Carol Prentice will be attending Scotland's newly restructured Nursing, Midwifery and Health Visitor Strategy Steering Group on 11 November.
- IVPF is putting together a small mailing kit about vasa previa, and will get quotes on printing and mailing to hospital maternity units.
- Discovery Health Channel responded to IVPF stating that our request to have information about vasa previa added to their website will be forwarded to the editor. Feature with vasa previa was aired again on 30 October.

Research:

- This committee needs a new chairperson.
- It has been suggested that IVPF put together a survey for doctors to gauge what they know about vasa previa. This item was discussed and it was agreed to include a survey for such purpose in the mailing packet to hospitals, using the "test your vasa previa knowledge" form already available on the IVPF website at <http://www.vasaprevia.org/education/Test.htm> It was also agreed to make this survey available at medical conferences IVPF attends or conferences where IVPF does not attend, but provides information packets. And to put a hit counter on the "test your vasa previa knowledge" form on the IVPF website.

Fundraising:

- Training for new committee co-chairs: email training on IVPF policy ("Basic Training") has been drafted, submitted, approved, and emailed to new co-chairs and volunteers. Will do the same for specific Fundraising Committee objectives.
- Car Donation Program: application papers from donateacar.com have been filled out and sent in.
- Application to Chiron for grant monies to fund in-service program is being filled out.
- Holiday cards are available for sale at <http://www.vasaprevia.org/store>
- It was suggested that IVPF check out government grants available for organizations such as ours.
- A fundraising page for the website will be created.

Education Committee Report:

- A Board Member of the Society of Diagnostic Medical Sonography (SDMS.org) has responded to IVPF communications regarding the national ultrasound standards they are currently in charge of writing. The first meeting to set the national ultrasound protocols will be on 17 November 2004. IVPF materials will be presented at this meeting!
- Marc Pivaudran's pictures of his wife's placenta for IVPF use and publication on the website have been received. He owns the copywrite and has informed his doctors that he will be doing this.
- Putting together a packet of information to mail to hospitals and will be getting bids on printing soon. Looks like it might be about 6,000+ hospitals in the USA and Canada to start.
- IVPF in-service presentations: Email training on IVPF policy ("Basic Training") has been drafted, submitted, approved, and emailed to volunteers.

Support Committee Report:

- No report given.

Nominating Committee Report:

- No report given.

Budget:

- No report submitted.

Tax Exempt Status:

- No report submitted.

Old Business:

- It has been suggested that there are a number of free online testing CME credit programs available and that IVPF should look into this. It is possible that we may be able to use inservice and/or testing programs on these sites and offer CME credit, possibly with no cost to IVPF. TABLED pending development of inservice program. Project under way.
- One of the local organizers of the ISUOG 2005 event occurring in Vancouver has invited IVPF to exhibit at the event. Victoria thinks it is a good idea to attend this conference and will pursue it. TABLED 30 Aug 2004
- The (RSNA) Radiological Society of North America's Scientific Assembly and Annual Meeting is Nov 23 - Dec 3 in Chicago this year.
<http://rsna2004.rsna.org/rsna2004/V2004/index.cvn> It is huge. Amy can attend. Victoria will look into costs and feasibility. TABLED 30 Aug 2004

New Business:

- None.

The next regular IVPF Executive Committee meeting will take place on Monday, 15 November 2004 at 16:00 GMT (10:00 AM CST, 11:00 AM EST) in the Board room of the Vasa Previa Chat Café.

Meeting Adjourned at 16:59 GMT (10:59 AM CST)