

**IASSID Council Meeting
Monday, May 28, 2007
Paris, France**

Attendees: D. Felce (Chair), G. Murphy, M. Janicki, N. Ross, A. Holland, S. Kealy, P. Noonan Walsh, H. Lantman, V. Timmons (Recorder), G. Albertini, M. Bjorkman, J. Blacher, P. Davidson, R. Davis, I. Duvdevany, F. Fabrizio, T. Heller, S. Hollins, M. Kerr, J. Levy, M. Malbran, H. Ouellette-Kuntz, F. Strutz, M. Verdugo,

Regrets: R. Hastings, G. Jesien, U. Jacobson, K. McVilly, H. Reinders, S. Suemitsu, C. Vlaskamp, L. Wang

1. Approval of Minutes: S. Hollins was present at the last Council. Minutes will be adjusted accordingly. Council approved minutes of August 2005 Council meeting.

Matters Arising from Minutes:

- i. There was a subcommittee to be established to look at sponsorship for the Capetown conference.
 - ii. FAQs are on the website.
 - iii. There is still a need to appoint a liaison person to link with research centres and associations
 - iv. V. Timmons, H. Ouellette-Kuntz and K. McVilly will develop a document for the website for new members
 - v. G. Albertini will explore sponsorship for the Santiago conference
 - vi. G. Albertini spoke to a representative from the Child Neurology Association and they are interested in developing links with IASSID. G. Albertini will set up a formal meeting with D. Felce.
 - vii. European conference was successful and appreciation for a job well done was extended to H. Lantman.
 - viii. M. Janicki, while in Japan, met with S. Suemitsu. He asked that K. Otami be the correspondent for issues related to IASSID and the Japanese Association. The Association also agreed to send a delegation to Capetown and expressed an interest in hosting the 2013 IASSID Asian Pacific conference. D. Felce and G. Murphy followed up with letters.
2. Approval of Agenda: Council approved
 3. President's Report: The President's Report (in package) was presented by D. Felce. S. Kealy moved to accept the President's Report and J. Levy seconded it. Council approved.
 - a) J. Blacher volunteered to approach the Gates Foundation on sponsorship for Capetown. G. Murphy will draft a proposal and forward to J. Blacher.

R. Davis recommended approaching Rotary International for scholarship sponsorship. G. Murphy will followup.

4. Treasurer's Report

- a) Finance Committee Report: M. Janicki presented the report to Council.
- i. D. Felce asked how the distribution of funds to SIRGs was working. P. Davidson indicated no problem with the distribution from the Aging SIRG perspective. R. Davis indicated that there was no problem with the Health SIRG. There are legacy funds held for some SIRGs and Affinity Groups. SIRGs have to request the funds. M. Kerr indicated that SIRGs may not know they have to request transfer of funds. H. Lantman will notify SIRGs that the funds are available if needed for their activities.
 - ii. M. Janicki included a report on IASSID Comparable Financials 2001-2007. There was a discussion around the rising expenses. The Executive has increased to nine members and there is an additional meeting outside Council meetings. M. Kerr suggested that we review the expenses and look at savings.
 - iii. M. Janicki presented seven recommendations.
 - a. D. Felce highlighted the importance of increasing membership. M. Janicki indicated that we should look at increasing membership from North America.
 - iv. D. Felce thanked M. Janicki for his report. N. Ross proposed acceptance of the Treasurer's Report and J. Levy seconded. Council approved.
- b) Membership Committee Report: Received and approved. Council members agreed to focus on certain regions to promote membership.
- i. J. Levy: Caribbean
 - ii. M. Malbran: South America
 - iii. M. Bjorkman: Scandinavia
 - iv. L. Wang: Asia Pacific

5. Secretary's Report:

There was a suggestion to use the website more often. Notification to members of the website updates would be helpful. The newsletter works well and the information on the Council meeting is well organized. V. Timmons asked Council members to respond to E. Cardy's requests for information in a timely manner.

6. Conferences:

a) 2007 IASSID Sudamerica:

P. Noonan Walsh provided an update on the Santiago conference planning, now scheduled for September 5-6, 2007. She distributed a draft flyer. There are negotiations being undertaken with 'First Team', an event planner in Chile. D. Felce complimented the IASSID team on their work facilitating the event.

b) 2008 Congress:

G. Murphy provided an update. Comments on the proposed program are to be forwarded to G. Murphy by June 2007. There was a discussion on additional potential speakers:

- i. T. Heller will e-mail G. Murphy a name of a speaker on HIV and M. Kerr will send a name for a speaker on health.
- ii. J. Blacher has a name for a speaker from the Gates Foundation and the head of the CBC. She will forward the names to G. Murphy.
- iii. J. Howes, the Executive Director at the March of Dimes was also suggested. J. Levy knows her well and will e-mail G. Murphy the contact information.
- iv. J. Levy stressed the need to connect with other international organizations that deal with ID.
- v. S. Hollins recommended Mary Kay Smith who works in Zambia on HIV.

G. Albertini recommended that there be courses attached to the conference. G. Murphy asked for volunteers for the pre post conference workshops and she will connect them to the people organizing the event. Pre /post conference workshops will be at another venue. C. Vlaskamp has drafted a letter to the SIRGs asking for suggestions for the pre/post conference sessions.

SIRGS have been asked to develop and submit symposiums. G. Murphy e-mailed SIRGs over a year ago requesting submissions. G. Murphy will be sending out another e-mail asking SIRGs to propose symposiums.

J. Levy recommended that African universities be contacted. The African Association of Universities will be a great resource.

N. Ross showed the logo for the Capetown conference.

c) 2009 Asia-Pacific:

M. Janicki and L. Wang met with the local organizing committee from Singapore (along with K. McVilly via SKYE) in February 2007; the planning is proceeding well and there is organization in place to help manage the conference. The event will take place in June 2009. There will be a follow-up planning meeting in Bangkok, November 2007.

d) 2010 Europe (Rome):

G. Albertini and F. Fea have agreed to organize the IASSID Europe regional conference in Rome in 2008. Tosinvest has a new building and if the conference is in September it may be available and thus reduce the costs. A member from the Executive will be assigned to this local organizing committee.

7. SIRG Coordination:

H. Lantman reported that the SIRG Coordination committee agreed to a reduced number of SIRGs. The committee recommended a sub committee be established to oversee the reduced SIRG formulation and transition. There is interest in synchronizing SIRG elections.

D. Felce thanked the SIRG representatives on their reports:

T. Holland (Mental Health SIRG). He reported that he feels this SIRG is struggling. He needs to find people with time to commit to the SIRG.

J. Blacher (Family SIRG).

P. Davidson (Aging SIRG). They are meeting on May 31 and June 1 for their 16th Roundtable in Oslo, Norway. There are 40 persons from outside of Norway attending as well as a number of persons from Norway.

Parent and Parenting. Sent in report.

Comparative Policy and Practice. Sent in report.

M. Kerr (Health SIRG). They met in Prato, Italy on May 21-22. There were 56 attendees and the meeting went well.

Quality of Life SIRG. A Roundtable is planned for San Diego, California in the USA for December 2007.

8. JPPID Editor's Report:
M. Janicki reported that the Association's journal is now in its fourth year and that there is a steady rate of new submissions of manuscripts. Jenn Hall, the editorial associate is doing an excellent job of providing support and Blackwell is in the process of applying to a number of abstracting and vetting organizations on behalf of the journal to ensure that its impact factor is considered in the fifth year.
9. Website Report:
N. Ross distributed a report on the website. A consultant was secured to assist IASSID with reskinning the website. The reskinning and maintenance for the year, will cost 10 000 Euros. The report has 9 recommendations that Council supported. We have increased from 400 to 9000 hits per month.
10. Publications Committee:
T. Holland reported on publications. There was a discussion on how to generate more interest in books among editors and authors. There are guidelines for authors and editors on the website. The committee recommended actively encouraging SIRGs to look at IASSID endorsement of books.
11. Paper on IASSID Development
D. Felce summarized the key points of the paper he wrote on Development of IASSID as a Member Organization. There was a discussion on the composition and representation of the Council.
- D. Felce recommended a working group be established consisting of V. Timmons, H. Ouellette-Kuntz, S. Hollins, and K. McVilly to deal with benefits package, and a proposal to increase membership. Council accepted. H. Ouellette-Kuntz will lead this working group.
- D. Felce recommended a working group of representation of the 9 SIRGs and H. Lantman lead the group to consider the recommendation pertaining to SIRGs in D. Felce's working paper. M. Janiki will serve as a resource to the group. A report should be presented to Council by 2010.
- Questions to consider:
Which SIRGs should continue to exist or which new ones are needed?
What representation should SIRGs have on Council?

What is their relationship to regional conferences and Congresses?
 Should there be consistency in by laws among SIRGs?
 How to facilitate cross SIRG collaboration?

The next Council 2008-2012 will be formed based on the current bylaws and procedures. The Council recommends that the editors of JPPID and JIDR, and the webmaster be represented on Council. IASSID by laws will to be revised to reflect this.

The above actions were moved by B. Davis and seconded by N. Ross. Council agreed.

12. Constitutional Issues

- a) Awards: A call will go out in September 2007 with a submission date in March, 2008 and decision in April 2008. There can only be one awardee per award. The process will be typed up and distributed. There was a discussion around paying expenses for awardees. In the future the award selection could be conducted a year before the Congress and therefore the awardee could be a plenary speaker. For 2008 IASSID will cover up to 12 000 Euros for awardee travel costs. 11 voted in favour, 7 disagreed. Motion passed.
- b) General Assembly: There is some organizational preparation necessary for the General Assembly meeting at Capetown. S. Kealy will take responsibility for this.

13. Policy of Para Olympics:

J. Mulder wrote a report on Para Olympics and the 2008 Beijing Para Olympic Game which was attached to the Council report. N. Ross, on behalf of IASSID, will write a letter in support of the inclusion of people with intellectual disabilities in Para Olympic games and the letter will indicate that a process that ensures people who wish to compete have an intellectual disability can be established.

14. The Academy:

A report was attached for Council's information. The Academy is under development and the Academy will be a group that will vet course content and bring forward recommendations to Council. All training should be based on evidence based practice. R. Brown, Academic chair, to be informed that F. Strutz and J. Levy will be added to the Academic Board to represent Council.

15. Other Business:

An agreement has been developed with Alzheimer's Disease International (ADI) and IASSID. T. Holland moved and P. Davidson seconded that Council approve the agreement. Motion passed.

F Fea recommended the establishment of a working relationship between the European Association of Service Providers and IASSID. D. Felce recommended that F. Fea work with N. Ross and M. Janicki to develop a draft of a similar agreement to ADI.

G. Albertini recommended that we consider changing the name of IASSID to include development disabilities. Tabled.

Next Council Meeting August 25th, 9:00 am to 14:00 Capetown, South Africa.

Meeting adjourned by D. Felce at 16:35 pm.