

International Melioidosis Society

Agenda

Title of meeting IMS (International Melioidosis Society) Committee Meeting
Date 19th March 2018
Time 16:00 – 18:00 GMT
Venue Amanda Foreman room, Lady Margaret Hall, Oxford

IMS Committee Attending Direk Limmathurotsakul (Chair)
Bart Currie
David Dance
Ivo Steinmetz
Joost Wiersinga
Chiranjay Mukhopadhyay
Paul Keim
Susanna Dunachie
Trinh Thanh Trung (Chair of the WMC2019)

Apologies Dionne Rolim
Natkunam Ketheesan
Jay Gee
Eric Bertherat
Gan Yunn Hwen
Sheilla Nathan
Surasak Wongratanacheewin

Time	Item
16.00	Welcome, introductions, and review objectives of IMS
16.15	EMN2021
16.45	WMC2019
17.15	How to improve communication among IMS
17.30	How to improve awareness about melioidosis globally
17.45	Any other business <ul style="list-style-type: none">- Membership of IMS- Terms of IMS committee- Plan for new database sharing platform (Direk)

Minutes

Topic: Objectives of the IMS Committee

There were no changes to the objectives and operational procedures of the IMS committee

- 1) To select the host and venue for the World Melioidosis Congress (WMC) and European Melioidosis Network (EMN) meetings
- 2) To support the organisers of the WMC and EMN meetings
- 3) To facilitate communication among members of the IMS and the broader scientific community
- 4) To create awareness about melioidosis among medical and veterinary professionals, scientists, health planners, policy makers and the general public in different parts of the world and to support the melioidosis research community.

Topic: Operational Procedure of the IMS Committee

- 1) The IMS Committee will meet at each WMC and EMN, which in practice will mean face-to-face meetings every 18 months.
- 2) The IMS Committee aims to achieve the highest standards for the WMC and EMN meetings, starting with ensuring that these are held at the right venue. The venue for WMC should be in a region that are endemic for melioidosis, and include access to inexpensive accommodation for junior researchers and students. In addition, the host for the WMC should make efforts to let the local melioidosis research community, policy makers and/or media learn and benefit from the conference.
- 3) The minutes of face-to-face meeting will be made available on the www.melioidosis.info website.

Topic: Renewal and recruitment of the IMS Committee

- 1) The IMS Committee will be made up of a minimum of 15 and a maximum of 20 people.
- 2) The terms of the Committee will be reviewed at face-to-face meetings, and will include the potential to invite new members to join the committee.
- 3) Recruitment of new IMS Committee members will focus on creating a diverse, skilled and effective Committee.
- 4) Each of the IMS Committee members is responsible for maintaining email communication and attending face-to-face meetings at WMC and EMN. If a Committee member repeatedly fails to respond to emails sent by the Chair and/or the Committee member cannot attend two consecutive face-to-face meetings without prior notice, their tenure will cease and the member will be replaced.
- 5) Two nominated organisers of the upcoming WMC or EMN meeting will serve as co-Chairs of the Committee, and will be replaced by the nominated organisers of the subsequent meeting at the end of the meeting that they have organized. WMC and EMN are counted as consecutive meetings, and so co-Chairs will change every 18 months.
- 6) [New] Two to four young and active IMS members may be invited to participate in the IMS committee meeting as invited participants with a

potential to be part of IMS Committee in the future. The proposal and selection methods will be discussed further via email communication among IMS committee.

Topic: Executive of the IMS Committee

- 1) [New] Trinh Thanh Trung was elected as 'Chair elected' for IMS, and will fully serve as the Chair starting at the end of WMC2019. Direk will continue serve as the Chair until the end of WMC2019, and will support Trung as Vice Chair after WMC2019.
- 2) [Revised] Direk Limmathurotsakul, Bart Currie, David Dance and Joost Wiersinga agreed to join the Chair as the Executive group of the IMS Committee. The function of the Executive is to facilitate, advise and support Chairman's actions and operational considerations in between formal Committee meetings.
- 3) The duration of the Executive Committee membership is 3 years.

Topic: WMC2019

16th-18th October 2019, Hanoi, Vietnam [hosted by Trinh Thanh Trung and Ivo Steinmetz]

- The IMS Committee unanimously approved the plan (previously passed to the committee prior to the meeting). Funding will be sought from multiple sources (including CEBP, HSP and NIH) to provide financial assistance to students and post-docs.
- In short, the plan include pre-congress workshop on 14-15 Oct 19, which aim to cover 'basic and advanced technologies in diagnosis of melioidosis' and aim to cover both lectures, case practices for doctors and wet laboratory practice for laboratory personnel. The pre-congress aim to cover translational interpreting machines for Vietnamese. Venue of the pre-congress is at Vietnam National University, Hanoi. For the congress, the venue is 'five star hotel MELIA' in the center of Hanoi.

Topic: EMN2021

March to May 2021, Gratz, Austria [hosted by Ivo Steinmetz]

- The IMS Committee unanimously approved the venue. The registration fee should be comparable to the EMN2018

Topic: Operational procedure for later meetings (e.g. WMC2022)

[updated]

- 1) A nominated lead who wishes to host the next meeting of WMC and EMN should send a letter of intent to the IMS Chair (currently Direk Limmathurotsakul) by the allotted date. For the WMC2022, this is February 2019.
- 2) A full proposal should follow the letter of intent, and should be sent to the IMS Chair at least 2 months prior to the face-to-face IMS Committee meeting at which this will be considered. For WMC2022 this is June 2019.
- 3) The IMS Committee will review submitted proposals, and is responsible for selecting the organising team in the event that more than one bid is received.

- 4) The successful institution and organizing team will be expected to present the plans to the audience at the end of the relevant meeting (for WMC2022, at the end of the WMC2019 meeting).

Topic: Next face-2-face meeting

- The IMS Committee will next meet immediately before WMC2019 (14th-15th October 2019). The venue for this 2 hour meeting will be organised by the co-Chairs (Trinh Thanh Trung and Ivo Steinmetz).

Note: Thanks to every Committee member who contributed their time and effort for the IMS Committee. Special thanks to Susanna Dunachie who hosted the face-to-face meeting, and to Sarah Jones for her excellent operational support.

IMS Committee
19 March 2018

Version Tracking

Version 0.1, 27 March 2018 by DL

Version 1.0, 30 April 2018 approved by IMS committee