IDPH INSTITUTIONAL REVIEW BOARD / MEETING MINUTES

Meeting:   IDPH Institutional Review Board
Purpose:   Quarterly Meeting
Chair:     Arthur F. Kohrman, MD
Recorder:  Kori Acosta

*Participants received all pertinent documents prior to the meeting. Springfield and Chicago meeting locations were linked via videoconference, others via conference call.

☐ IRB Members Present:
- Jenny M. Aguirre
- George J. Dizikes
- Jane E. Fornoff
- Arthur F. Kohrman
- Tiefu Shen
- Kenneth Soyemi – via CC

☐ IRB Alternate Members Present:
- Jeff Lyon
- Claudia Nash
- Andrea D. Parker – via CC

☐ IRB Alternate Members Absent:
- Najma Adam
- Leticia E. Reyes

☐ IRB Members Absent:
- Craig S. Conover
- Fangchao Ma
- George A. Marchetti
- Mildred Williamson

☐ IRB Staff Present:
- Kori Acosta
- Harold Duckler

☐ Others Present:
- Chinyere Alu
- Mildred Williamson
- Tom Szpryka
- Barbara Fischer
- Carla Little

SUMMARY NOTES

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<th>Reporting</th>
<th>Discussion Summary</th>
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<td>Call to Order</td>
<td>Arthur F. Kohrman, MD</td>
<td>The IDPH IRB Quarterly Meeting was called to order at 1:34 p.m. by Arthur Kohrman. Quorum was verified.</td>
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<tr>
<td>Approval of Minutes</td>
<td>Arthur F. Kohrman, MD</td>
<td>No changes were requested. Jeff Lyon moved to approve the minutes from November 21, 2013. Jenny Aguirre seconded the motion. All approved. The motion was carried. Emailed to Tom Schafer for posting Kori Acosta</td>
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<tr>
<td>Administrative Issues</td>
<td>Kori Acosta</td>
<td>☐ The IDPH IRB requires that members retrain every 3 years. Members will be sent 3-month reminders as recertification comes due. Ongoing</td>
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### Summary Notes

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| **Reviews** | Harold Duckler | o Harold Duckler distributed and discussed the current listing of the status of studies.  
o Jenny Aguirre moved to approve the review list. Jane Fornoff seconded the motion. All approved. The review list was approved. | | |
| **Amendment to Collection, Disclosure and Confidentiality of Health Statistics (77 Ill. Adm. Code 1005)** | Tiefu Shen | o The Data Review and Release rules were repealed. The definition section was revised. Restrictions were revised.  
o The 1st review period ends March 17th. The next review period also lasts 45 days. If there are no further revisions, it becomes the new rules.  
o The link to view them on JCAR is: [http://www.idph.state.il.us/rulesregs/proposedrules.htm#FirstNotice](http://www.idph.state.il.us/rulesregs/proposedrules.htm#FirstNotice) | In Progress | |
| **New Members** | Arthur F. Kohrman, MD | o Barbara Fischer, RN from the Office of Policy, Planning & Statistics was welcomed as a new member of the IDPH IRB.  
o Fangchao Ma, MD, PhD from the HIV/AIDS Section was also welcomed as a new member. | | |
| **Retention of Blood Spots** | Arthur F. Kohrman, MD | o The retention of blood spots is a growing national issue. Minnesota passed a statute to destroy their blood spots. There is concern over retaining blood spots for research while the initial intention was to create them for screening.  
o The Newborn Metabolic Screening and Treatment Code is also available during their 1st notice period ending April 7th. These proposed rules authorize the Division of Laboratories to keep blood spots for specific periods. There is controversy nationwide over the length of time blood spots are kept.  
o The link to view them on JCAR is: [http://www.idph.state.il.us/rulesregs/proposedrules.htm#FirstNotice](http://www.idph.state.il.us/rulesregs/proposedrules.htm#FirstNotice) | | |
<p>| <strong>Public Use Data</strong> | Tom Szpryka &amp; Tiefu Shen | o iQuery is the IDPH website created for outside entities to access public use data. They may also upload their own data to the site. Mr. Szpryka demonstrated how to generate data reports using | | |</p>
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| 2014 Meeting Schedule | Harold Duckler      | o Regularly Scheduled Quarterly Board Meetings are held on the 3rd Thursday of the 2nd month each Quarter from 1:30-3 PM.  
o This year’s schedule is as follows: May 15th, August 21st & November 20th in the Director’s Conference Rooms in Chicago & Springfield  
*Videoconferencing Available*                                                                                                                                                                                                                                           | 2014 Schedule is attached to each Quarterly Board Meeting outlook invitation | Kori Acosta              |
| Public Comment        | Arthur F. Kohrman, MD| o Dr. Kohrman opened the floor to public comment.  
o There was none as there were no public present for comment.                                                                                                                                                                                                                               |                                                 |                          |
| Adjournment           | Arthur F. Kohrman, MD| The meeting adjourned at 3:18 p.m.                                                                                                                                                                                                                                                                                                              |                                                 |                          |