

**NAACCR Institutional Review Board (IRB)  
Conference Call Summary  
April 15, 2011 at 11:30 AM ET and 10:30 AM CT**

**Present:** John Fulton (Chair), Won Silva, Ron Dewar, Jack Finch, Deirdre Rogers, Will Athas, Betsy Kohler, Tara Hylton, John Morgan

**NAACCR Staff:** Royale Anne Hinds

**Absent:** Linda Muul, Vivien Chen, Suzanne Hornbeck, Cynthia O'Malley

**Agenda Items**

1. a. A quorum was established for the meeting.  
b. John Fulton clarified that the first two numbers on the IRB list are the year they were approved. John expressed concern about the oldest projects from 2005. Royale Anne explained that she contacted Lisa Paddock and Robert Greenlee last fall and forwarded their explanations out to the group. Everything was up-to-date as of December 2010.  
c. John expressed concern to Betsy about the length of time the researchers have access to the data file. There is not a concern from the IRB, but John wanted management of the data file to be aware that some data is accessible for a long period of time.
2. There has been one review completed since October. The review was completed as Exempt.
3. There are two pending IRB applications at this time. Ron Dewar and Cynthia O'Malley are completing the IRB reviews.
4. The annual progress reports section of the agenda shows that eight projects were completed and correspondingly, access to the data file was terminated, within the last six months. One additional research project was still active with annual monitoring being completed within the last six months. The one ongoing project does not have changes to the protocol.
5. Ongoing IRB training was discussed. New IRB members are required to complete certification through the OHRP website or send a certificate of other IRB training. After discussion, the group felt that IRB training at the beginning of each 3 year term would be a good rule to follow. John suggested NIH training and through local universities. Ron Dewar mentioned that he will be going through training as a Canadian researcher and will forward the information to Betsy.

**Future Meeting**

1. The next IRB meeting will be held Friday, October 14, 2011 at 11:30 AM Eastern, 10:30 AM Central, 9:30 AM Mountain, and 8:30am Pacific.