

July 20, 2016
1:30-3:00 PM



Department of Health
2585 Merchants Row
Conference Rm. 310 A
Tallahassee, Florida 32311

IRB 1 Convened Committee Meeting Minutes

IRB Attendance:

Sandra Schoenfisch (Chair, Expertise in Subpart D: Children) (non-affiliated)
Ovidiu Cotea (Present by phone)
Bob Eadie (non-scientist)
Nina McGrew (non-affiliated)
Keshia Reid (Expertise in Subpart B: Pregnant women)

Absent:

Daphne Holden
Katisa Donaldson (non-affiliated)

Other Attendees: Rotanya Bryan, MPA and Karen Card, MPH

Quorum

A quorum was present. A quorum is defined as the majority of the IRB members and representation of each of the members as identified in the requirements outlined in 45 CFR 46.108 as well as 21 CFR 56.107. At least one non-scientist and at least one non-affiliated member were present.

Conflict of Interest:

Conflict of Interest: None Declared

Members did not report any:

- Compensation or payments for services (e.g., consulting fees, lecture payments, bonus, royalties, paid authorship, honoraria, gifts, or in-kind products or services) related to the research of any value, except as otherwise excluded by this policy.
- Compensation or payments for services where an arrangement has been entered into such that the amount of compensation will be affected by the outcome of the research.
- Equity interests (stocks, stock options, security, or other ownership interests) related to the research of any value.
- Equity interests whose value when aggregated for the individual and the individual's immediate family represents more than a five percent ownership interest in any single entity.
- Equity interest related to the research in a non-publicly traded corporation of any value by the individual or a member of the individual's immediate family

- Equity interest related to the research of any amount to the researcher or any member of the researcher's immediate family where an arrangement has been entered into such that the amount of compensation will be affected by the outcome of the research.
- Intellectual property rights and interests (patents, copyrights, royalties, licensing agreements, and any other proprietary interest related to the research).
- Board or executive relationship related to the research, regardless of compensation.
- Involvement or participation in the design, conduct, or reporting of the research, including providing advice on Department registry data systems.
- Serving as the immediate supervisor of a researcher within the last year
- Any other interest that the IRB member believes would interfere with his or her ability to objectively review a protocol.
- Any travel related to research

Approval of Previous Minutes: Minutes from the June 15, 2016 meeting were circulated by email and modified by member input.

Agenda: There were no items for review on the agenda instead, Karen Card provided monthly member education

Education: Karen Card described the federal regulations that govern the Institutional Review Board. She went over the Common Rule which governs Institutional Review Boards, exempt studies, minimal risk, IRB compensation, types of reviews, and vulnerable populations.

Next Meeting: August 17, 2016

Other Business: Bonnie informed members that HRPP staff had procured an online IRB system and would be implemented in the coming months.

Meeting Adjourned: 2:00pm