

**ISAM Board of Directors meeting
Nov 2, 2018 Busan, Korea**

Present:

Kathleen Brady Hamad Al-Ghaferi Alex Baldacchino Gregory Bunt
Nady el-Guebaly Marc Galanter Sung-Gon Kim Marilyn Dorozio (recorder)

Regrets:

Henrietta Bowden-Jones Riaz Khan

Call to order by President K Brady at 8:22 AM

Agreement to change order of agenda to accommodate Strategic Session and Skype call-in by Dr. Galea for ISAM2020Auckland.

Orientation binder circulated for comments on missing items: Interest Groups, UNODC NGO status, Fundamentals Workshops. Marilyn to amend. This binder will be mailed out to all new Board appointees going forward.

After review, motion by Alex, seconded by Greg to adopt the Minutes of the Sept 19/18 Board teleconference.

President's report:

Riaz Khan has accepted to stay for a second term as Treasurer

Board position changes:

- Publication Liaison position as Board member will replace the ex-officio Chief Editor
- This new role will coordinate publications and oversee Newsletter among other tasks
- Announcement to be made at AGM and through email and on webpages for expressions of interest
- New person in place prior to annual meeting in Delhi
- Chief Examiner role will remain ex-officio until new person takes over
- To further ISAM expansion and development – agreement for Marilyn to put together budget if required for short-term project implementation.
- The next step for ISAM's growth to explore the hiring of a PR person to work on: fund-raising, membership communication, branding, social media and marketing.
- Motion by A Baldacchino, seconded by H AlGhaferi to explore the hiring of a PR person and determine the qualifications and financial commitment. Carried.
- Mention to be made at AGM and Board members to think of potential candidates.

Membership report (S-G Kim)

- Table of Affiliate societies and number of members which has increased to roughly 10,000
- 188 Individual members, which has also increased

- Explained the lack of exam applicants that Koreans do not feel comfortable taking exam in English
- Discussion of a Certificate of Attendance that specifies number of potential educational hours denoting active participation and recognition. This will be discussed with KAAP officials. Hours cannot be CME accredited at this time.
- Good to perhaps implement for future years.
- LOC prepared 14 awards offered to Korean members in an effort to encourage becoming ISAM individual members

Education & Training report (A Baldacchino)

- Two Fundamentals workshops – each with 9 participants are running
- Instructors: Cor de Jong, Barbara Broers, Lucas Pinxten and Annabel Mead
- Education Committee members also presenting two symposia in the program
- Committee newsletter goes out every 2-3 months
- Currently the Committee is working on a third Fundamentals workshop: Prep for the ISAM Examination.
- Anticipated to have a structure for this 4-5 day course ready to review in 2019.
- Appreciation expressed to the NRC for their support of educational endeavours

Financial Summary (M Dorozio for R Khan)

- The 2017 Financial Notice to Reader were reviewed and accepted.
- Detailed financial summary distributed with the agenda.
- Motion by Alex, seconded by Kathleen to retain BDO Dunwoody as the accountants for the 2018 Notice to Reader. Carried.
- Revenue sources:
 - o NIDA 5-year grant from \$20,000 administered through ASAM will finish in 2020. Need to submit new grant. Marilyn to send last grant submission to Kathleen.
 - o Possibility of switching administrator to University of South Carolina. Kathleen will explore.
 - o 10% of all registrations to be the financial arrangement for the conferences of 2018, 2019, and 2020.
- Discussion to perhaps review options for banking as Swiss monthly fees costly
- Discussion on submission to the BOD for review of specific projects with a budget.

Exam and Textbook (N el-Guebaly)

Exam:

- 47 persons sat the exam at the CSAM-SMCA meeting in Vancouver last week.
- Believe the increase in popularity is in part due to the ineligibility of many to write the American exam.
- Prep course will be essential for expansion of the ISAM certification exam
- Discussion on pros and cons to opening the ISAM exam up to other applicants besides medical doctors, as interest has been expressed by Nurse Practitioners for example.

- Decision to keep exam only for medical physicians but to focus on broadening the potential audience
- H AlGhaferi has already spoken to have the ISAM exam recommended to the 270 countries members of the Columbo Plan
- As well the exam is being affiliated with specific organizations such as the NRC in Abu Dhabi.

Textbook:

- Section editors recruited
- Anticipated to have product end of 2019 or beginning of 2020
- Discussion on the support commitment by ISAM for work being done on the Textbook

International Liaison (H AlGhaferi)

- MOU with the NRC is still missing details on the \$100,000 US Award before it can be submitted – work will be done on this during meeting
- Parameters need to be defined:
 - o BOD will strive to have this completed by end of conference in Busan so it can move forward. Kathleen, Alex and Nady to create draft that can be amended.
 - o Criteria/nature of the award: educational initiative that addresses challenges globally in the field
 - o For a project to be undertaken instead of past work
- A second stream is the collaboration of ISAM and the countries (270) in the Columbo Plan
- Regional training centres have been established such as the NRC, UAE
- Courses being developed: Treatment, Prevention and Recovery curriculum as well as Drug Harm Reduction
- Suggestion to liaise with the British Consulate, the Commonwealth Secretariat and the Global Challenges Fund. Alex to send contact info to Hamad.
- Appreciation expressed for support of NRC in inviting ISAM members to the recent WHO meeting in Abu Dhabi

Regional Representatives (G Bunt)

- Dues need to be determined for Category I affiliates which is encouraged
- Need to stress advantages/benefits of being Category I Affiliates versus Category II: all regional reps should have this information
- List of Affiliates on webpages – once list gets too long – no longer able to have on the ISAM letterhead
- Need more regional events – meetings and teleconferences
- Geographical Chapters would be the key point to identifying Chairs or Leaders who would participate in the calls/meetings and liaise with the ISAM BOD
- Leadership is the crucial factor to developing Affiliates in a specific country

Future Meetings updates:

ISAM2019Delhi: A Dhawan, R Jain and S Jhanjee

- Website up: www.isam2019delhi.com
- Brochures for distribution at conference and AGM
- Marilyn to send email lists from past conferences and ISAM membership
- Proposed 8 tracks with 2 plenary talks each day
- Will explore CME accreditation
- Government has now imposed an additional 18% tax so registration rates have been increased.
- 10% from registrations to go to ISAM
- Venue: Pullman Hotel
- Very excited to have this meeting!

ISAM2020Auckland: S Galea

- Strong links to the university
- Largest addiction service provider is in Auckland
- Estimated 400-650 attendees
- 4-5 tracks including 12 plenary presentations
- Theme: The times they are a'changing: Considering digital treatment services
- Possible venue either a hotel or the NZICC (New Zealand International Conference Center). Concern with initial sponsoring of gambling industry for the building of the centre. Discussion and decision to not pursue NZICC for any optics.
- Selection of PCO in process based on 5 C's: Concept, Content, Connections, Communication and Cadence
- High visibility of 'eco' issues (reduced plastics, etc.)
- Very much want to focus on the legacy and benefits to the Society in Auckland – suggestion of some related public events like perhaps 'Meet the Experts'.
- Will have place for returning home of the New Zealand Tonga from presentation at the initial ISAM meeting in Palm Springs by Dr. Brandram-Adams

From BOD:

- Request to include BOD in the process
- Perhaps include specialists from Australia
- Look at possible affiliation
- Look at a simplified system for abstract submission
- Explore possibility of educational credits
- Promotion of the ISAM exam
- Promote individual membership for the conference rate discount
- Please include one track on cultural approaches to treatment

Question from S Galea: Why ISAM in Auckland?

Marilyn to send lists on past conference attendees.

2021: Proposal from Malta

- Presentation from A Grixit and L
- BOD decision to accept Valletta, Malta as the venue for 2021 – to be announced during this conference

Interest Groups

- Request for BOD approval to form ISAM 12-Step interest group from Don Kurth
- Motion by K Brady, seconded by G Bunt to approve the 12-Step Interest Group. Carried.
- To be noted on webpages
- Other Interest/Topical groups to submit TOR for approval
- Mention at AGM

Dates for conference calls

Marilyn will check religious holidays and send out poll

AGM Agenda

- Mention new position of Publication Liaison and invite expressions of interest
- Announce acceptance of ISAM 2021 Valletta
- Announce PR position being explored
- Change to Bylaws motion to be presented to allow continued incorporation in Canada

Sustainability Strategy facilitated by Tarek Gawad: