



World Pathology Foundation

MINUTES
ANNUAL MEETING OF THE TRUSTEES OF THE WORLD
PATHOLOGY FOUNDATION
6 December 2018 at 0800 (US Eastern Standard Time)
Via SKYPE

1. Call to Order

The meeting was called to order by Roberto Verna, president, at 8:00 A.M. United States Eastern Standard Time.

2. Waiver of Notice

The Trustees waived formal notice of the meeting.

3. Determination of a Quorum

Present were Dr. Walter Alallon, Dr. Catherine Hayward, Dr. Roberto Verna, Dr. Henry Travers, Dr. Roberto Ruiz-Arenas, Dr. Lai-meng Looi and (for part of the time) Dr. Mariano Bizzarri along with the administrator, Ms. Kris Rahm. A quorum was present.

4. Approval of the August 23, 2018 Minutes

On motion duly made and seconded, the August 23, 2018 minutes were approved as distributed.

5. Report of the President

(a). President Verna introduced a request for sponsorship of the 2nd Middle East Laboratory and Diagnostics Congress and the 4th Dubai International Conference on Infectious Diseases and Vaccination taking place in April 2019. After a brief discussion, the Trustees considered that this request was beyond the purposes of the World Pathology Foundation and would more properly be considered by the World Association of Societies of Pathology and Laboratory Medicine.

(b). President Verna informed the Trustees of difficulties with the WASPaLM web site (the domain, waspalm.org has expired) and with the involuntary dissolution of WASPaLM by the Illinois Secretary of State. Dr. Travers commented that the WPF domain is separate from WASPaLM and the WPF web site is unaffected by the WASPaLM domain issue.

6. Report of the Secretary-treasurer (Appendix A)

Dr. Travers updated the Trustees on the 2018 budget, predicting a year end surplus of approximately \$5,700. He recommended continuing the employment of the Schwab portfolio manager. Dr. Travers informed the Trustees of the change in the address of the administrative office and reviewed the election process for the current meeting. He informed the Trustees that he was

President

ROBERTO VERNA, ITALY

First Vice President

LAI-MENG LOOI, MALAYSIA

Second Vice President

ROBERTO RUIZ-ARENAS, MEXICO

Secretary-Treasurer

HENRY TRAVERS, UNITED STATES

Trustees

WALTER ALALLON, URUGUAY

CATHERINE HAYWARD, CANADA

MARIANO BIZZARRI, ITALY

ADMINISTRATIVE OFFICE:

4904 S. SWEETBRIAR DRIVE

SIoux FALLS SD 57108 USA

EMAIL: WPFINFO@MIDCO.NET

withdrawing his resignation letter and would be willing to serve another term as Trustee and as Secretary-treasurer.

7. Report of the Regents of the Gordon Signy Fellowship (Appendix B)

Dr. Travers reviewed the status of the 2017 and 2018 Fellowships. Information for the 2019 Fellowships is posted on www.worldpathologyfoundation.org. He presented the current information on the web site and reviewed with the Trustees items 5,7,9 and 9 related to applicants' countries of origin and requirements for training in other countries. Based on the discussion, items 5,7,8 and 9 were redrafted and appear with these minutes as Appendix C.

Dr. Verna recommended that the WPF give preference in its fellowship awards to applicants recommended by one of WASPaLM's Constituent Societies. After some discussion, the Trustees asked the Secretary-treasurer to annually inform WASPaLM of the upcoming Fellowships and provide information WASPaLM could send to its Constituent Societies. The criteria used for selection of Fellows would not be changed.

8. Report of the Administrator

Ms. Rahm reported the satisfactory progress of her training as administrator.

9. Election of Class A Trustees

The Trustees, informed that Dr. Travers withdrew his resignation, agreed to replace the previous nominee, Dr. Murakami, with Dr. Travers. Attempts to contact Dr. Murakami about his change had been previously unsuccessful. The remaining nominees, Drs. Verna, Ruiz-Arenas and Looi remained unchanged.

On motion duly made and seconded, the Board elected Drs. Verna, Looi, Ruiz-Arenas and Travers to three years terms as Class A Trustees.

10. Election of Officers

Nominations of Dr. Verna as president and Dr. Looi as first vice-president accompanied the Agenda. From the floor, Dr. Ruiz-Arenas was nominated as second vice-president and Dr. Travers as Secretary-treasurer.

Upon motion duly made and seconded, Dr. Verna was elected president, Dr. Looi was elected first-vice president, Dr. Ruiz-Arenas was elected second vice-president and Dr. Travers was elected secretary-treasurer, each to serve one-year terms.

11. New Business

(a). Proposed 2019 Budget (Appendix D)

Without a specific motion, but without objection, the Trustees adopted the 2019 proposed budget as presented.

(b). Funding request for the Lancet Pathology Diagnosis Commission (Appendix E)

Dr. Looi presented this request, but recused herself from voting due to a conflict of interest. Discussion included questions about recognition of the WPF for its support (Dr. Looi said such recognition would be given) and participation by WPF Trustees in Lancet Working Groups (Dr. Looi said this would not be likely). An initial motion by Dr. Travers, seconded by Dr. Verna to provide a grant of \$4,000 was discussed. Dr. Hayward made the point that the Lancet effort had a budget of \$500,000 and that, given the very limited resources of the WPF, a donation of \$4,000 was inappropriately large and would do little to further the aims of the WPF. Dr. Travers agreed

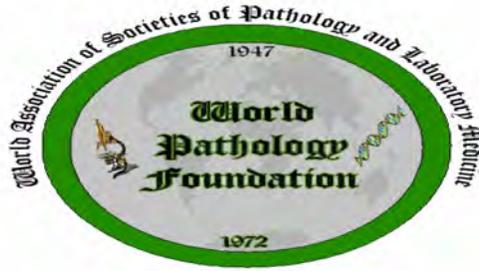


with Dr. Hayward. On vote, the motion passed with three in favor (Drs. Verna, Ruiz-Arenas and Alallon), two opposed (Drs. Hayward and Travers) with one abstention (Dr. Looi). Further discussion about the amount resulted in a substitute motion to provide US\$3,000 instead of \$4,000. That motion passed with three in favor (Drs. Verna, Ruiz-Arenas and Alallon), two opposed (Drs. Hayward and Travers) and one abstention (Dr. Looi).

Dr. Looi will provide Dr. Travers the necessary information to make the donation.

12. Adjournment

Upon motion duly made, seconded and unanimously passed, the meeting was adjourned at 9:23 A.M., United States Eastern Standard Time.



SECRETARY-TREASURER'S REPORT

6 DECEMBER 2018

HENRY TRAVERS, SECRETARY-TREASURER

Financial.

We have set up a new checking account with First Bank in Sioux Falls, South Dakota and have successfully linked that account with our Schwab accounts through MoneyLink.

2018 Budget

The budget for 2018 remains the same as it was at the end of the 3rd quarter except for a revision in our expected income.

Income (estimated)	US\$ 29,000
Expenses	
Gordon Signy Fellowships	US\$ 11,000
Portfolio Management	US\$ 4,800
Association Management	US\$ 2,500
Operational Expenses	US\$ 1,000
Insurance	US\$ 1,500
Travel and Miscellaneous Expenses	<u>US\$ 2,500</u>
Total Expenses	US\$ 23,300
Operating Profit	US\$ 5,700

The Foundation experienced no unusual expenses for the year to date.

Recommendation: I recommend that we retain a portfolio manager from Charles Schwab for 2019, a budget expense that is included in the proposed 2019 budget.

General

Official Address. The official address of the Foundation has been changed and all entities (the State of Illinois; our insurance carrier; our bank; Schwab; and PayPal) have been or are being notified of the change. **The new address is:** 4904 S. Sweetbriar Dr., Sioux Falls South Dakota 57108, USA.

Administrator. Our Administrator, Ms. Rahm, has been working for the Foundation for three months and the process has gone quite smoothly.



New Trustee. Trustees received the resignation of Dr. Curcio and acknowledged the appointment of Dr. Mariano Bizzari as his replacement.

Trustee and Officer Elections. Class A Trustees are elected every three years with Class B Trustees (those appointed by WASPaLM) elected at whatever time(s) WASPaLM provides their nominations. *Officers* are elected every year and serve for one-year terms. Thus, there is an election of officers from among the Class A trustees once a year.

This year, we elected four Class A trustees to terms of 3 years **and** we elect officers. The officer position requiring the most work, that of secretary-treasurer, now has the assistance of the WPF administrator, a significant step for the WPF.

Attempts to contact nominees for the office of secretary-treasurer, with one exception, have been unsuccessful. That presents a concern for 2019 and beyond since a close working relationship between the secretary-treasurer and the administrator will be necessary. A discussion of this should come at an appropriate time during the December 6th 2018 Trustees meeting.



2018 REPORT OF THE REGENTS OF THE GORDON SIGNY FELLOWSHIPS 6 DECEMBER 2018

2017 Awardees (Fellowships in 2018)

Ademola Samson Adewoyin from Nigeria studied hematopathology at Duke University in North Carolina (USA). He has received his full fellowship stipend and his certificate of fellowship. A report of his experiences is found on the WPF web site.

Pedro Henrique Pinto from Brazil studied hematology and molecular pathology at Instituto de Investigación Sanitaria - Fundación Jiménez Díaz in Madrid, Spain. He was granted a stipend of US\$6,000 and has received US\$5,500. He completes his fellowship at the end of November 2018.

2018 Awardees (Fellowships in 2019)

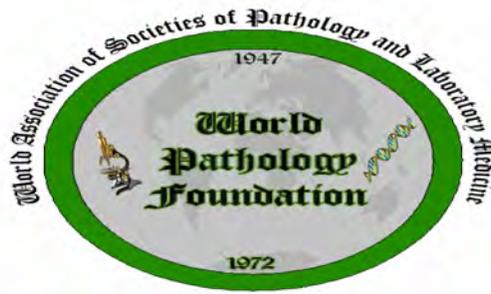
Dr. Tika Adilistya from Indonesia will study of transfusion medicine at the University of Groningen in the Netherlands.

Dr. Greta Pandey of Nepal will study of breast pathology at the Institute for Cancer Research in Canidiolo, Italy.

Both awardees are eligible for stipend amounts between US\$5,000 and US\$7,500.

2019 Awards (Fellowships in 2020)

The fellowship forms and instructions are available on the web site.



PROPOSED REVISIONS OF THE GENERAL INFORMATION FOR THE GORDON SIGNY FELLOWSHIPS 6 DECEMBER 2018

The Board of Trustees discussed items 5,7,8, and 9 of the General Information below at its meeting on December 6th, 2018. Based on that discussion, the revisions of those sections given in blue are proposed.

General Information

The information below applies to applications for training in 2020 which are due by 30 June 2019.

1. Aim: The aim of the **Gordon Signy Fellowship** is to promote the public safety and the public health by fostering the development of anatomic and clinical pathology in all aspects, especially in the developing countries. It is the intent of the Fellowship to provide opportunities for pathologists to study in countries other than their own and to return to their home countries with new skills to help their patients.

2. Award Amounts, Payments and Fellowship Certificates: The Fellowship provides an award of **US \$5,000** payable in two installments, the first **US \$4,500** at the beginning of a period of study and **US \$500** upon receipt of Fellows' reports of their experiences (see item 11 below). **For training periods exceeding 89 days, and at the discretion of the Regents of the Fellowship, an award of up to US \$7,500 may be provided.** A certificate of Fellowship will be issued to each Fellow after the final Fellowship Award payment.

3. Number of Fellowships: The number of Fellowships offered each year is decided by the Trustees. For 2020, two Fellowships are offered.

4. Fellowship Purpose (ORIGINAL): The Fellowship is to assist a young pathologist to travel to another country to learn special skills to improve the care of patients when the Fellow returns to his or her own country. The award is **not** intended to support general training in pathology

4. Fellowship Purpose (PROPOSED): The Fellowship is to assist a young pathologist who desires training not available in the pathologist's own country (this means the country of the pathologist's birth or permanent residence at the time of the application) to train in another country. ~~travel to another country to learn~~ It is expected that the special skills learned in this training will ~~to improve the care of patients when the Fellow returns to his or her own country.~~ The award is **not** intended to support general training in pathology.



5. International scope (ORIGINAL): The Fellowship is open to pathologists from all countries. **Applicants must be living in their country of origin or their country of permanent residence at the time of the application.** For applications where residency is unclear, the Regents *may* require proof of residency for any individual applicant (this may include a driver's license or other form of government identification; electrical, telephone or other utility bills; or letters of certification from a governmental office).

5. International scope (PROPOSED): The Fellowship is open to pathologists from all countries. As stated in (4) above, it is the intent of the Fellowship to allow pathologists to acquire skills through training that is not available in the countries where they reside. Further, it is the intent of the Fellowship for Fellows to return to the communities where they live and apply the skills they have learned for the benefit of their patients. Therefore, **applicants must be living in their country of origin or their country of permanent residence at the time of the application.** For applications where residency is unclear, the Regents *may* require proof of residency for any individual applicant (this may include a driver's license or other form of government identification; electrical, telephone or other utility bills; or letters of certification from a governmental office).

6. Duration of Study: The duration of the study period is variable, but should be long enough to enable the applicant to acquire the skills proposed in the application.

7. Initial Training Completion and Country of Residence Requirements: Any pathologist:

- a. who has **completed** his or her training in anatomical and/or clinical pathology or one of their branches **prior to the beginning of their proposed fellowship training**; and
- b. who has completed training **not more than 10 years prior to application deadline**; and
- c. who lives in his or her country of birth **or** permanent residence is eligible to apply for the Fellowship.

8. Training Location Requirement (ORIGINAL): Training must be in a country other than the applicant's own.

8. Training Location Requirement (PROPOSED): Training must be in a country other than the **country of the applicant's birth or permanent residence at the time of application.** ~~own~~

9. Return to Home Country Requirement (ORIGINAL): The applicant must return to his or her own country after completion of the proposed course of study.

9. Return to Home Country Requirement (PROPOSED): The applicant must return to his or her own country as defined in (4) above after completion of the proposed course of study.

10. Training Director Approval Requirement: Applicants must submit evidence that those under whom applicant is going to work approve the proposed course of study (letter of acceptance).

NOTE: A letter from the institution where the applicant proposes to study must either accompany the application or, if sent separately, be received by the application deadline (30 June 2020). **The signed letter must state that the applicant has been accepted for study and that the**



proposed area of study time of the proposed study and duration of proposed study is acceptable.

11. Letter of Reference Requirement: Applicants must provide one **signed** letter of reference from a teacher, supervisor, mentor, faculty or other person who was either part of their initial pathology training program or worked closely with the applicant in the practice of pathology.

12. Diploma and Certificate Requirement: Applicants must provide a copy of their Medical Degree and Certificate of Training. The copy may be a photocopy and need not be a certified copy from the medical school or training program.

13. Disclosure of Support Requirement: The applicant must disclose **all** other sources of support (personal, family, corporate, other fellowships and training awards and so on) that will provide funds for the proposed training.

14. Curriculum Vitae Requirement: Applicants must submit a *curriculum vitae* that includes their name and address, current employment, education, memberships in professional societies and organizations, appointments to health care staffs (e.g. medical staff of a hospital), research (if any) and publications (if any).

15. Report Requirement: At the conclusion of the program, the fellow must submit a short report to the World Pathology Foundation. **The report will be published on the WASPaLM/WPF web site. Final Fellowship payments will not be made until this report is received.**

Award Selection and Announcements: The award will be made by the **Trustees of the World Pathology Foundation** on the advice of an international **Board of Regents**. Awards will be announced no later than 15 September 2019.

Board of Regents Considerations: In assessing the applications, the Board of Regents will consider *the scientific and clinical merit of the application, the qualifications of the applicant, the value of the proposed study to the applicant, and the value of the proposed study to the applicant's community*. Other sources of income may be held at the same time as the Fellowship, but in making their recommendation the Board of Regents will consider the financial need of the applicant.

Retrospective Award Prohibited: The Board of the Trustees will not award a Fellowship to support a course of study already completed. Trainees already in training, or for whom training will begin prior to 1 January 2020, are **not** eligible to apply for a Gordon Signy Fellowship.

Application Procedure

Applications are currently being accepted for training beginning on or after 1 January 2020 and ending no later than 31 December 2020. **Applications must be received by 30 June 2019. Applicants must have completed their initial pathology training prior to the beginning of their proposed fellowship training. If applicants have not completed their initial pathology training prior to the current application date (30 June 2019), the applicant MUST submit documentation of the completion of initial training before funds can be provided for the Fellowship.**

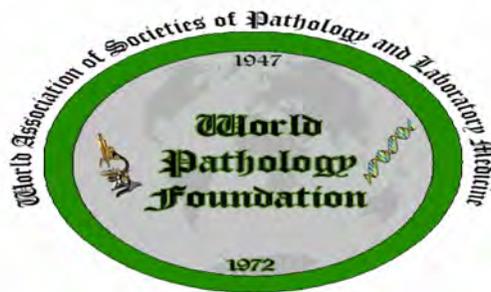


PLEASE NOTE: Applications which are incomplete the day after the application deadline will be rejected and not further considered by the Regents of the Fellowship. Late applications will be not be acknowledged or further considered. There is no appeal for late or incomplete applications.

Application Forms: You may complete the forms using one of the formats below. The PDF FORM format is designed to be completed on a computer, saved, printed and then mailed and emailed. The PDF-TEXT ONLY format can only be printed. It can then be filled out by hand, copied or scanned and mailed/emailed. The TEXT form may also be scanned and then completed on a computer. *The forms contain all the information needed for completion of the application including the email and postal (airmail) addresses to which they must be sent.*

Additional Forms to Assist You: In addition to the Application Forms, we have included a suggested format for the *curriculum vitae* and a checklist form to assist you in making sure your application is complete. You are free to use any format you wish for your *curriculum vitae* as long as the information contained in the suggested format is present.

If you have any questions, please contact the administrative office listed on the forms themselves.

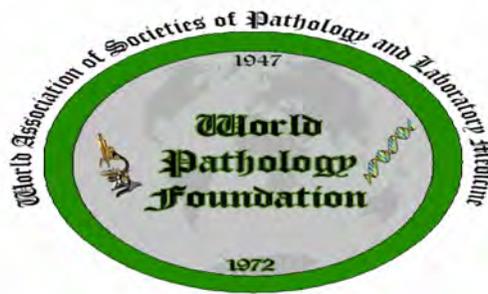


2019 PROPOSED BUDGET 6 DECEMBER 2018

Income (Projected)	US\$	29,000
Expenses		
Gordon Signy Fellowships	US\$	14,000 ¹
Portfolio Management	US\$	4,400
Association Management	US\$	5,000
Operational Expenses		
Bank charges (wire)	US\$	320
Web site Programming	US\$	200
Web site hosting	US\$	300
Registration fees	US\$	15
Registered Agent	US\$	375
Miscellaneous Expenses	US\$	500
Total Operational Expenses	US\$	1,710
Insurance	US\$	1,500 ²
Travel Expenses	US\$	2,500
Total Expenses	US\$	29,110
Operating Profit	US\$	None

Notes:

1. The Gordon-Signy Fellowship estimate is based on both of the 2018 awardees having periods of study exceeding 89 days. This permits awards of up to \$7,500 per awardee. If the Trustees decide to award just \$5,000 each, that amount would be \$10,000 and the operating profit would be \$4,000.
2. Covers crime, fraud and directors' liability.



REQUEST FOR DONATION: LANCET 6 DECEMBER 2018

From Dr. Looi: I am hoping that WASPaLM and WPF can also respond positively with some funding aid (perhaps a sum of USD5000 each or more?), besides later on, with suggestions of worthy Commissioners.

Request for Funding to Support *The Lancet* Commission for Accurate, Affordable, Accessible Diagnosis to Improve Global Health

This Commission, as currently envisioned, will broadly address ‘diagnostics’ in global health, but for practical purposes will focus on pathology/laboratory medicine and radiology. The focus is also on low-income and middle-income countries (LMICs). It is likely that there will eventually be 20-24 Commissioners, a number of working groups (WGs), and several advisory groups. The Lancet will approve names of Commissioners and are keen for us to have both broad geographic (particularly outside of the US, UK, and EU) and gender diversity.

We are clear that the majority of the Commission’s proposed solutions will be practical and evidence-based. While some of the evidence will come from the literature (especially scoping the current situation), to generate much of this evidence base, the WGs will focus on researching and piloting aspects of potential solutions. Hence the WGs are arguably the key components of the Commission.

Commissions are self-funded. The amount of funding needed varies from as little as \$30,000 to several million dollars depending on scope and duration. The preliminary budget for this Commission is \$500,000-700,000 but likely will to be closer to the lower figure. We already have initial funding and/or in-kind support from The Wellcome Trust (and are applying for more), the International Academy of Pathology, British Division of the International Academy of Pathology, African Strategies for Advancing Pathology, the US National Cancer Institute, University of Vermont, and Harvard University. We are applying to the Bill and Melinda Gates Foundation for additional support.

The funding that is requested is to support smaller in-person meetings of one or more of the planned four or five working groups, associated staff support time, publishing costs,



and so forth. The requested support is for those working groups that will directly involve pathology and laboratory medicine issues; other work groups will focus on health policy, economics, and finance.

Some of the requested funds will be used to support travel for pathologists or radiologists from LMICs to attend working group meets (or even meetings of the full Commission). All meetings will be held in the UK or EU as travel there is easier and meetings tend to be less expensive due to lower airfare costs. The attached budget is based on current meeting costs (US federal per diem rates) in Oxford as it is representative of a number of locations in the UK and EU.

The number of participants in each working group will be 8-10, but a higher figure has been used for the budget as there may be other costs that we haven't included (e.g., IT support, tea/coffee breaks, meeting room rentals).

First working group meetings will last three days to allow the working groups sufficient time to organize and start work; second and third meetings will need less time so should only last two days each.

Thank you for time in considering this request.