

FMDIC Conference Call  
April 9, 2014  
Event Update Call

Members Present: Ricky Rodriguez, FDA-DALDO (Regulatory Co-Chair) - Leader  
Sue Thomason, FDA-DALDO (Secretary)  
Randy Thoma, BioAustin (pri)  
Mary Pat Moyer, BioMed SA (pri)  
Al Alonso, RAPS (pri)  
Jeff Mansell, TDSHS  
Tom Brinck, TDSHS (alt)  
Julie Thomas, TMDA (pri)

Members Absent: Brian Blankenship, AdvaMed (Industry Co-Chair)  
Steven Juett, ACCE (Treasurer)  
Yadin David, ACCE (alt)  
Rebecca Ellis, ASQ BD (pri)  
Mary Ellen Delaney – ASQ BD (alt)  
Jo Svochak, CLMA (pri)  
David Makanani, OK Bio (pri)  
Rafi Baddour, TMDA (alt) - phone  
John Criscione, Texas A&M University (pri) - phone  
Jamillah Selby, FDA-DALD)  
Darrel Arterburn, AdvaMed (alt)  
Susan Turcovski, FDA-DALDO  
Elaine Crosby, FDA-SWRO

1. Roll Call: the results above did not constitute a quorum of membership (6 of 11).
2. Call for update purposes. No review of previous minutes and no voting occurred.

**Review of Action Items**  
from February 6, 2014  
Not Discussed

- **ACTION ITEM** - David M to request OK BIO to submit a letter officially an alternate. **OPEN**
- **ACTION ITEM** – Julie knows a UTA research professor and will contact them as well about becoming a member. No response. Will try to find another contact. **OPEN**
- **ACTION ITEM** – Steve to contact local AAMI for a recommended primary and alternate member. **OPEN**
- **ACTION ITEM** – All members review the Event SOP and respond to Randy Some members still need to respond. **OPEN**
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- **ACTION ITEM** - Steve to send out the Code of Conduct. Everyone should sign the signature page of the document and return it within three weeks. **OPEN**

- **ACTION ITEM** – Add website discussion to the agenda for the next meeting. **OPEN**
- **ACTION ITEM** - Beckie will send information to Ricky on single audit/notified body audits **OPEN**

### **Committee Reports**

Finance Committee – No report  
Communications Committee – No report  
Quality Committee – No report

### **Big Event Committee**

- Agenda
  - Agenda changes discussed
  - Agenda posted on website
  - Timed agenda will be given to coalition members
- Seating
  - Assigned seating with multiple attendees from the same company at separate tables
  - FMDIC members and FDA attendees to be seated at each table to add in discussions
- Can we use a time clock on the projection?
  - Sue to work with Lars to add a time clock
- Continental breakfast in the meeting room
- Buffet lunch in atrium with seating in the meeting space or in adjacent meeting rooms
- Pre-event dinner to be held in the Bistro room of the hotel
  - Order off the menu

New Items - None

Next Meeting Date – June 20, 2014

### **Important Dates**

2<sup>nd</sup> quarter  
April 11, 2014

Scholarship Committee Meets  
FMDIC Educational Forum