



**FINAL**

## **GYNECOLOGIC CANCER INTERGROUP (GCIG)**

### **MEMBERSHIP -- GENERAL ASSEMBLY**

FRIDAY, JUNE 2, 2017, 10:00AM – 12:30PM

LASALLE I ROOM, DOUBLETREE HOTEL, CHICAGO

CHAIR: ANDRES POVEDA

PAST CHAIR: BILL SMALL

## **MINUTES**

### **Welcome and Introductions**

Poveda

Time limitations due to ASCO Gyne Oral session explained.  
COI declarations – **none declared**

### **PRESENT:** [as per sign-in sheets]

A.Poveda (Chair), W.Small (Past Chair & Chair Membership), E.Pujade-Lauraine (non-member Director), G.Stuart (non-member Director & Chair FWG), D. Gaffney (RTOG & Chair CCRN), J. Pfisterer (non-member Director), K. Fujiwara (Dir. GOTIC), E. Avall Lundqvist (non-member Director), A. Oza (Dir. PMHC) M.Bacon & K.Bennett (Sect'y/Treas/Ops).

**Regrets:** J.Vermorken (non-member founding Director), Brand (Dir. ANZGOG)

### **MEMBERS:**

**AGO Au:** Berger, Marth, Speiser, Schauer, Zeimet

**AGO De:** Kommos, Mahner, Polleis, Reuss, Hilpert

**AGOG:** Ochiai, Chang

**ANZGOG:** Beale, Friedlander, Gebiski, Scott

**BGOG:** Baurain, Concin, Hombrouck

**CCTG:** Doll, Hirte, Plante, Provencher, Parulekar

**COGi:** Berek, Chang, Fantl

**DGOG:** Creutzberg, Kroep, Verhoeven

**EORTC-GCG:** Casado, Ottevanger, Greggi, Scholl

**GEICO:** Gonzalez, Guerrero, Levin, Redondo, Rojo

**GICOM:** Chavez Blanco, Gallardo

**GINECO:** Joly, Kurtz, Lecuru, LeFur, Ray-Coquard, Paoletti

**G-GOC:** Pilat, Westin

**GOG:** Aghajanian, Bookman, Brady, Gershenson, Miller, Stonebraker

**GOTIC:** Kajimoto, Matsumoto, Takei

**ICORG:** Calvert, Sappeto-Rebow

**ISGO:** Rosengarten

**JGOG:** Kagimura, Sagae, Susumu, Yanihara, Okamoto

**KGOG:** Chang, Kim, Lee, Nam, Ryu

**MaNGO:** Colombo, Katsaros, Zola, Fossati, Biagioli

**MITO:** Bryce, Lorusso, Mezzanzanica

**NCRI:** Farrelly, McCormack, McNeish, Nicum, Ledermann

**NOGGO:** Braicu, Sehouli, Keller

**NSGO:** Bjorge, Mirza, Maenpaa

**PMHC:** Blattler, Fyles, Karakasis, Lheureux

**RTOG:** Portelance, Eifel, Jhingran

**SGCTG:** Carty, Glasspool, Gourley, Sadozye, Paul

**SGOG:** Zang

**NAT'L AUTHORITY:**

**NCI-US:** Kohn, Lee, Minasian, Temkin, Kunos

**LIAISONS:**

**ISSTD:** Seckl

**ISGyP:** Millan

**IGCS:** Covens

**SGO/ASCO:** Chuang

**ENGOT:** Votan

**FIGO:** Berek

**(Regrets: WSN, TACT, BIG, H&N)**

**INDUSTRY PARTNERS:**

**AstraZeneca:** Brady, del Puerto

**Elekta:** Halliman

**Immunogen:** Malek

**Pfizer:**

**Pharmamar:**

**Roche:**

**Tesaro:**

**Varian:** Pollatz

**Zeria:** Kato

**(Regrets: Advaxis, Lilly)**

**OBSERVERS:**

**China:** Cheng

**Brazil:** Pilar Estevez Diz, Rodrigues

**Cuba:** Diaz

**Colombia:**

**Peru:**

**SAKK:** Heinzelmann

**PARSGO:** Munkarah

**Secretariat Report**

**Operations**

Bacon

- G.A. minutes Oct. 2016 approval. Motion: Berek; Seconded: Mirza
- Financial Reports presented to Exec. BoD – approved.
- Review Engagement (Audit) 2016-17 completed; presented to Exec Officers and Exec BoD.
- Annual dues to be invoiced following FWG review of projections (see FWG report).
- Travel Support (12 Harmonization reps, 2 GCIG Admin and 1 Webmaster).
- Attendance and representation: member groups + NCI US (29 of 29); industry partners (9 of 11); 7 liaisons, 16 Chairs of Committees/Working Groups; 7 observers; 5 additional Executive. (As of May 27/17 = total 184 registered)
- Slides – Templates & Guidelines displayed and explained. Bennett
- Timelines and templates now a requirement.
- COMMENTS AND SUGGESTIONS WELCOME
- (Posted on website)

**Webmaster** (introduction of M. Beyers)

Beyers

- Website update (posted) COMMENTS & SUGGESTION WELCOME
- Evaluation Forms exchange for Attendance certificates
- Bibliography/Publications/manuscripts/presentations– updates requested

**Finances Working Group:** report

Stuart

There has been a great deal accomplished working with GCIG Admin., an accountant and newly contracted GCIG bookkeeper to concert the accounting records of the GCIG and CCRN into a format consistent with Generally Accepted Accounting Principles (GAAP). This is not fully completed but will be so within three weeks. This

format allows the FWG to review regular quarterly reports of the organization Balance Sheet and the Profit & Loss Record (Income Statement) in order to enable forecasting of budget, better projections and modelling of new proposals financially.

The commitment by the FWG to review financial models of an increase of member dues (to \$2500USD) and industry partner dues (to either €15,000 or €20,000), is not complete pending final review of the financial reports. This should be available over the next four weeks and will require a decision electronically by the Exec. BoD. "2017 May GCIG Expenditure Guidelines" documents the guidelines that the organization applies on managing the budget. (posted on website).

Four motions will be presented to the Exec BoD at Debrief following GA:

"That the EB approve the unaudited 2016/17 GCIG Financial Statements Review Engagement".

"That the EB approve the appointment of Withey Addison as auditors for fiscal year 16/17".

"That the EB approve the Terms of reference for the Finance Working Group" (posted on the website)

"That the EB approve the allocation of up to \$5000CAD to the Pathology Group to enable their 2018 meeting at the International Society of Gynecologic Pathology".

Potential for Grants is under discussion.

Industry Partners – sub-committee re: solicitation (in progress)

McNeish

GCIG Foundation project – nothing new.

Poveda

### **Membership Committee Report:**

Membership reviews of GOTIC (approved) and ISGO (in progress).

NRG will be invited to apply for GCIG membership (replacing separate GOG & RTOG).

Membership Committee SOP documents under review for updating.

SAKK application expected.

Small

GCIG Citations published

Stuart

### **Executive – Board of Directors Report:**

Executive Committee annual Summary reviewed by Exec BoD.

Exec Committee Terms of Reference (2013) – to be reviewed and updated.

Secretariat evaluations and contract renewals in progress.

CCRN election results: Chair-elect M. McCormack; co-Chair-elect M. Plante.

GCIG Chair-elect election results: Exec BoD elected GOTIC as next Chair-elect; GOTIC proposes K.Fujiwara for the position. Mentoring begins immediately.

Voting procedures are under review; in particular, those required in between semi-annual meetings.

Poveda

Tribute Policy in development.

Small

Principles of Independence (draft posted)

Kohn for Brand

Draft reviewed by Exec BoD; to be further developed.

### **Consensus Conferences & Brainstormings**

Gonzalez/Marth/Ottevanger

Results of Survey sent to all member groups (via Directors) presented.

**Nominations WG** will unite with this team to become **Nominations & Meetings WG** (Terms of Reference re: activity and responsibilities is pending) to develop policy on frequency, Scientific Committee, number of reps, authorship rules and other logistics to present/recommend to Exec BoD.

Meanwhile, 6<sup>th</sup> OCCC is scheduled for 2020.

All groups invited to make proposals to host (including budget estimates and admin. support);

DEADLINE FOR PROPOSALS IS JUNE 16, 2017.

### **Member Groups:** Update

Full members: AGO-Au, AGO, ANZGOG, BGOG, CCTG, COGI, DGOG, EORTC-GCG, GEICO, GICOM, GINECO, G-GOC, GOG, GOTIC, ICORG, JGOG, KGOG, MaNGO, MITO, NCRI, NOGGO, NSGO, PMHC, RTOG, SGCTG, SGOG.

Provisional Members: AGOG, ISGO

Governmental/Reg. Authorities: Full Member: NCI US

Industry Partners: ADVAXIS, ASTRA-ZENECA, ELEKTA-NUCLETRON, ELI LILLY, IMMUNOGEN, PFIZER, PHARMAMAR, ROCHE (Genentech), TESARO, VARIAN, ZERIA (Withdrawn: AMGEN, BOEHRINGER-INGELHEIM, GSK/Novartis, JnJ, TAIHO)

Liaisons: ISSTD (Seckl), ENGOT (Votan for Elser), ISGyP (Millan), ASCO/SGO (Chuang), IGCS (Covens), FIGO (Berek). Regrets: H&N (Vermorken), WSN (Blay), BIG (Straele), TACT.

Observers/Interested: Cuba, Colombia, Brazil (INCa & Sao Paulo), Peru, Jilin (China), PARSGO, SAKK

## **REPORTS:**

### **Disease Sites:**

#### **Endometrial Cancer (+ GTD):**

- Committee report (posted) Gregg/Creutzberg

#### **Cervix Cancer (+ vulvar, vagina):**

- Committee Report (posted) Monk/Casado  
- Cervix Cancer Research Network (CCRN) report (posted) Gaffney/Ryu

#### **Ovarian Cancer:**

- Committee report (posted) Gonzalez/Okamoto

### **Harmonization: Committee Reports:**

- Operations (posted) Stonebraker/Votan  
- Statistics (posted) Nam/Reuss

### **Translational Research: Committee Report:** (posted)

Gourley/Mezzanzanica

### **Rare Tumours:** Committee report: (posted)

Ledermann/Scott

### **Symptom Benefit:** Committee report (ov., en., cx., elderly, survivorship, QoL, etc.) (posted)

Hilpert/Kurtz

### **Phase II:** Committee report: (posted)

Kohn/Mirza

### **Meta-Analysis Working Group:** report (posted)

Glasspool/Nam

### **Quality Assurance Working Group:** report (posted)

Bryce/Brand

November 2017 Brainstorming Plan

### **Education Working Group:** report (posted)

Berek/Sehouli

## **NO OTHER BUSINESS DECLARED**

## **ADJOURN**

Respectfully submitted: Monica Bacon, GCIG Admin.

### **ADDENDUM: Following Exec BoD Debrief:**

FWG motions approved (see FWG Report).

“Spring” 2018 GCIG – Wed. May 30 – Thurs. May 31, 2018 (location under review).

“Autumn” 2018 GCIG – Oct.17-18, 2018, Munich (pre-ESMO)

Scholar Travel Awards – repeat for Autumn 2017; applications to be solicited.

QA Brainstorming (Nov.2/17) – attendance numbers to be determined and final Program in progress.

Several items deferred due to time constraints.

### **Next Meetings:**

- November 2-3, 2017 Vienna (pre-ESGO Nov 4-7) (Nov 1: GCIG Satellite)(QA Brainstorming Nov.2)
- **Wed-Thurs** May 30-31, 2018 Chicago or??? (pre-ASCO)
- Oct.17-18, 2018 **Munich** (pre ESMO Oct 19 - ) (??? Brainstorming??)
- **Wed-Thurs** May 29-30, 2019 Chicago or??? (pre-ASCO)
- November 2019???
- **Wed-Thurs** May 27-28, 2020 Chicago or??? (pre-ASCO)
- **2020 6<sup>th</sup> OCCC**