

**MINUTES OF THE ANNUAL GENERAL MEETING
DUBLIN, IRELAND
25th October 2017**

1	<p>The Minutes from Vienna, Austria 2016 were accepted.</p> <p>There were no matters arising.</p>
2	<p>President's Report – Prof J J Wyndaele (JJW):</p> <p>The President welcomed everyone to the Annual General Meeting</p> <p>The last year had been very busy and structures were being updated, in particular a lot of work had been undertaken regarding the Constitution.</p> <p>The Term of the Honorary Secretary had come to an end and as some members had not received the Notice asking for applications for the position of Secretary, Dr S Katoh was re-elected for a further one year. The position for the new Secretary would be advertised again to the Membership.</p> <p>The President said that the American Spinal Injuries Association (ASIA) had asked for the journal 'Spinal Cord' to become their official journal. Talks are ongoing.</p> <p>The Education Committee were in discussions regarding a Workshop in Mongolia and S Nielsen, a member of ISCoS had a key role. The members present were asked to support ISCoS providing a letter of support for this member to proceed with negotiations. AGREED</p> <p>Progress has been made regarding Allied Professional Groups.</p> <p>The ISCoS textbook needs to be updated and work will start on this shortly.</p> <p>Discussion took place regarding on-line voting. Currently voting is by a show of hands at the Annual General Meeting.</p> <p>Following discussion, it became apparent that some members had not received a second Draft of the proposed amended Constitution, so they could submit their comments, therefore the approval of the amended Constitution would be postponed until next year.</p> <p>Agreed that Members would be sent the proposed amended Constitution again asking for comments before being sent out for online voting. The Constitution will then need to be formally ratified at the next Annual General Meeting.</p> <p>The IT system at ISCoS Headquarters needs to be updated and the Treasurer has agreed to look into this.</p> <p>Permission was requested from those present to agree to the online vote for the Constitution and to adopt online voting in the future. AGREED</p> <p>Last year it had been proposed that a Publications Committee be set up to look at all publications. They met for the first time in Dublin and following discussions it became apparent that this was not viable and that they should become the Communication Committee and Dr T Bryce as Chair. AGREED</p>

	Society Medal 2017 – Dr S Katoh.
3	<p>Report of the Honorary Secretary – Dr S Katoh (SK):</p> <p>The death of Dr D Newton was announced and there was a moment's silence.</p> <p>87 new applications were approved.</p> <p>The Membership is growing slowly and NoSCoS now had people asking to become members.</p> <p>ICD is in the final process.</p>
4	<p>Report of the Honorary Treasurer – Dr M A Jamous (MAJ):</p> <p>The total income for the year was £342,257. The journal revenue had been particularly high this year but this was a one off payment and would not be repeated.</p> <p>The Treasurer said that increased income brings increased expenditure, particularly as the Editorial Office in Belgium will close and move to the UK from January 2017. There will be an increase in salaries which will include pensions according to UK Law. Expenditure had increased and the total for the last year was £215,336.</p> <p>There would be no increase this year in the current rate of Membership with online journal access only – it would remain at £45 per year.</p> <p>Members can purchase the printed journal at an additional cost of £50 for 2017.</p> <p>Currently eLearn has been an expense for the Education Committee but would now come under ISCoS costs.</p> <p>AFISCIN would be supported for the next five years and the money to be used for the organization of their meetings.</p>
5	<p>Education Committee Report – S Muldoon (SM):</p> <p>The new Chair had taken up position from January 2017.</p> <p>Translations for eLearn in Spanish, Portuguese and Mandarin are now live.</p> <p>Translations: currently work is ongoing for translations into French, Arabic and Mongolian. Work has also started on translation into German.</p> <p>A review of eLearn would start in 2018.</p> <p>Workshops: Mongolia, Guatemala, Uruguay, AFSCIN.</p> <p>The Education Committee is working closely with the External Relations Committee.</p> <p>The Chair thanked its Committee Members for all their hard work throughout the year.</p>
6	<p>External Relations Committee Report – J Middleton (JM):</p> <p>The Chair took over last year and this Committee was previously known as the WHO Liaison Committee.</p> <p>There had been restructuring and the WHO Advisory Committee, Disaster Committee and the Affiliated Societies were now Sub-Committees.</p> <p>There was a Memorandum of Understanding with ISPRM and Handicap International.</p> <p>At this year's meeting there would be a Workshop of ISCoS/ISPRM/HI. The main theme is</p>

	<p>Disaster and Response. There are three projects moving forward and there is a proposed second Workshop at the ISPRM Meeting in Paris June 2018.</p> <p>The Work Plan with WHO is intensive and will cover the next two years.</p> <p>It is hoped to develop links with the IDaP utilizing the data.</p> <p>Work is progressing with the criteria for Affiliated Societies and Regional Networks.</p> <p>A member suggested that the Red Cross who work around the world would be a useful link. Work will evolve regarding other external groups and their involvement with ISCoS.</p>
7	<p>Scientific Committee – S Charlifue (SC):</p> <p>J Steeves had stepped down due to illness and in the interim the President had asked SC to take over until a new Chair had been appointed.</p> <p>The number of delegates for the Dublin Meeting was far less than in 2016 – about 700 attendees. Due to unforeseen circumstances the final session on the 26 October had been cancelled.</p> <p>A process to identify Award Winners from next year will be investigated. There are 9 Awards, 3 in each category: Student, Early Career, Post-Doctoral</p> <p>Dr G Scivoletto to be the next Chair. AGREED.</p>
8	<p>Prevention Committee Report – Dr H Chhabra (HC):</p> <p>IDAPP (ISCoS Database: ASCoN Pilot Project):</p> <p>Progress report</p> <ul style="list-style-type: none"> • Enrollment for ISCoS Database: ASCoN Pilot Project [IDAPP] completed on 30th September 2016. • Draft report circulated • A manuscript has been compiled Manuscript and is being submitted to SCS&C for consideration for publication. <p>ISCoS Database Project (IDaP)</p> <ul style="list-style-type: none"> • With the successful completion of IDAPP, ISCoS Executive and AGM approved the continuation into ISCoS Database Project (IDaP) involving centers from across the globe. • Protocol for IDaP has been finalized. • Following changes have been made in the new database proposed for IDaP: <ul style="list-style-type: none"> • Age of the patient has been incorporated. • Injury etiology data is now based on ISCoS SCI core dataset version 2.0. • Data elements for non-traumatic SCI has been incorporated. <p>The New Proposed Centers Include:</p> <p>Royal Rehab Centre Jordan Tshwane Rehabilitation Centre, South Africa Dr George Mukhari Hospital, South Africa Edenvale Hospital, South Africa Thelle Mogoerane Regional Hospital, South Africa South Rand Hospital, South Africa Catedra de Medicina Física y Rehabilitación, Hospital de Clínicas, Uruguay</p>

Instituto Psicofísico del Sur en Mar del Plata, Argentina
Hope Hospital, Patna, India
AIIMS, New Delhi, India
Sawai Man Singh Hospital, Jaipur, India
Instituto Nacional de Rehabilitación “Dra. Adriana Rebas Flores”, Peru
Instituto Nacional de Rehabilitación, Mexico
Universidad de Sao Paulo, Brazil
Hospital & Rehabilitation Centre For Disabled Children, Janagal Kavre, Nepal
China Rehabilitation Research Center, China

- Enrollment of patients in IDaP is being continued in all the 09 previously approved centers. Till 30th September, 346 additional patients have been enrolled in the database.
- A committee comprising of Dr James Middleton and Mr Stephen Muldoon is looking into funding options for IDaP. They feel that it will be possible to take it forward after the IDAPP workshop during ASCoN later this year.

Workshop: IDAPP Outcomes and the Way Forward:

- A workshop on “IDAPP outcomes and the way forward” will be held during the forthcoming ASCoN 2017 in Chiang Mai, Thailand.
- RHI is giving support worth CDN 20000 for the workshop.
- The local organizers would meet the remaining expenses.

Community Awareness Program - Poster Competition on the theme “Yes We Can”

- The theme for the poster competition for this year was “Yes We Can”, the same theme as that of SCI day 2017.
- There were 24 applicants.
- The 8 shortlisted posters shall be displayed at ISCoS ASM at Dublin.
- The winners will be declared soon.

Injury Prevention Program Proposal to the Government of India:

- Experts from various national & international Societies as well as organizations, including WHO, could be invited to brainstorm over a 3-day workshop.
- The workshop will help finalize the Prevention Program for implementation.

Proposed Participating Organizations:

Ministry of Health and Family Welfare
World Health Organization
Ministry of Road Transport and Highways
Ministry of Agriculture and Farmers Welfare
Ministry of Rural Development
Ministry of Urban Development
Ministry of Housing and Urban Poverty Alleviation
Transportation Research and Injury Prevention Programme (TRIPP) at the IIT (Delhi)
National Disaster Management Authority
International Spinal Cord Society (ISCoS)
Indian Association of Physical Medicine and Rehabilitation (IAPMR)
Association of Spine Surgeons of India (ASSI)
Spinal Cord Society (SCS)
Association of Spine Surgeons of India (ASSI)
Neurological Society of India (NSI)
Indian Society for Trauma & Acute Care (ISTAC)
Trauma Society of India (TSI)
International Society of Orthopaedic Surgery and Traumatology (SICOT)
Rick Hansen Institute (RHI)

The George Institute for Global Health
John Walsh Centre for Rehabilitation Research
World Orthopaedic Concern (WOC)
Indian Orthopaedic Association (IOA)
Asian Spinal Cord Network (ASCoN)

Constitution of Sub Groups:

- Subgroup for identification and designing RTC Prevention Strategies.
- Subgroup for identification and designing High Fall Prevention Strategies.
- Subgroup for designing strategies for Implementation of the Program.
- Subgroup for Analysis & Monitoring.

Timelines of Project:

- Finalizing members of Sub Groups: 31st Oct 2017.
- Structured plan for working within the sub group: 15th Nov 2017.
- First draft of Prevention Program for internal discussions of sub group1 & 2: 1st Dec 2017.
- Final draft of prevention program of Sub Group 1 & 2 for circulation to sub group 3 & 4: 31st Jan 2018.
- First draft of sub group 3 & 4: 15th Mar 2018.
- Finalization of reports of sub group 3 & 4: 15th Apr 2018.
- Circulation of prevention program for all stakeholders: 20th Apr 2018.
- 3 Days workshop on ‘Preventing injuries due to Injuries’’: Mid May 2018.
- First draft of Program on preventing injuries: 15th June 2018.
- Final draft of report on preventing injuries: 30th July 2018.
- ISCoS has been requested to consider sending two to three experts at its expense to participate in the workshop.

AV Capsules for Creating Awareness on Prevention of Spinal Injuries:

Since the last ISCoS meeting, the Prevention AV has been translated in following languages:

- Greek
- Romanian
- Spanish.

Translated AVs have been uploaded on the www.worldsciday.org website.

Developing Other Tools for Campaigns on Prevention of Spinal Cord Injuries:

- Standees depicting prevention of SCI were displayed for 10 days at Delhi Metro stations preceding the World SCI Day on 5th September 2017.
- Poster competitions were held in 10 Educational institutes across Delhi.
- Street plays were conducted and talks on “Preventing SCI” were held at these institutes.

Streamlining the Activities, Guidelines, Membership and Sub-Committees of Prevention Committee:

- Prevention Committee did the exercise of re-looking into the Guidelines and membership of the Committee).
- A new Chair of the Prevention Committee would take over next year.
- The membership of the Committee was also reviewed.
- A call for interest in membership of Prevention Committee would be circulated after the ISCoS AGM.

Report on SCI Day & Plan for Next Year:

	<ul style="list-style-type: none"> • Theme for the Day this year was ‘Yes We Can’. • Various events were held across the globe to commemorate the day. • Details are also available on www.worldsciday.org <ul style="list-style-type: none"> • It is suggested that the same list of Brand Ambassadors be retained for a total of 3 years (i.e. 02 more years). • An impact evaluation study is in process. • External Relation Committee would be requested to approach WHO & UN for recognition. <ul style="list-style-type: none"> • The theme for SCI Day 2018 being suggested is “Prevention is Cure” <p>Prevention Symposium During ISCoS Meetings and Topic for 2018 for Discussion:</p> <p>The topic for submission for the Prevention Symposium for 2018 would be:</p> <ul style="list-style-type: none"> • Formulating practically implementable plans for Prevention of SCI due to high and low Falls. <p>Poster Presentation from Prevention Committee at ISCoS 2018 ASM:</p> <p>The topic for the Poster Presentation from prevention committee for consideration for 2018 would be:</p> <ul style="list-style-type: none"> • Pre-hospital care: current scenario in less and least developed countries. <p>Reports of Local Prevention Activities by Prevention Committee Members and Affiliated Societies:</p> <p>Various Affiliated Societies have forwarded a report of their prevention activities since the last ISCoS meeting.</p> <p>ISCoS Textbook on Comprehensive Management of SCI:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Launch year</td> <td>May 2015</td> </tr> <tr> <td>Publishers</td> <td>Wolters Kluwer</td> </tr> <tr> <td>No. Copies printed</td> <td>950</td> </tr> <tr> <td>No. of copies sold so far</td> <td>600</td> </tr> <tr> <td>Royalty for ISCoS</td> <td>GBP 4012</td> </tr> </table> <p>E book is now available for ISCoS Textbook of Comprehensive Management of Spinal Cord Injuries. The link below: https://www.amazon.in/Textbook-Comprehensive-management-Spinal-Injuries/dp/9351294404/ref=sr_1_fkmr0_1?ie=UTF8&qid=1507871192&sr=8-1-fkmr0&keywords=ISCoS+Chhabra</p> <p>Chinese Translation Update: The Chinese translation for the ISCoS textbook has finished 70% of the translation and now in the reviewing process. It is anticipated that it could be released next year by the People's Medical Publishing House (PMPH). PMPH is the biggest medical press in China.</p> <p>Preparations started for next Edition.</p>	Launch year	May 2015	Publishers	Wolters Kluwer	No. Copies printed	950	No. of copies sold so far	600	Royalty for ISCoS	GBP 4012
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9	<p>Editorial Report Spinal Cord – Dr L Harvey (LH):</p> <p>LH thanked JJW for all his hard work as Editor for the last ten years.</p> <p>There had been a change in the Associate Editors and the Editorial Board.</p>										

Three more members are required, a call will go out to the Membership.

Submissions, acceptance and time to decisions: Jan – Sept 2017:

Manuscripts received - 308
Sent out for Review % - 46%
Acceptance rate – all, % - 37%
Acceptance rate – those sent out to review – 72%
Time to first decision, without review, days – 2
Time to first decision, with review, days – 31

Current Impact Factor = 1.87

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10

Editorial Report Spinal Cord Series & Cases – Dr M Sipski Alexander (MA):

This is an Online Journal only and is the ‘Sister’ journal to Spinal Cord, it was launched in 2015. It is a place for New Ideas, Case Series, Pilot Studies, Retrospective Regional Studies, Data Sets, Highlight Issues, Hot Topics.

Survey Monkeys would be sent out regularly.

1. Pulse

Topics for pulse articles and point counterpoint were suggested; these included pain &

	<p>marijuana, osteoporosis, chemotherapy, post-menopausal SCI, prevention of scoliosis, contraception, bladder.</p> <p>2. Goals for 2017-2018</p> <ul style="list-style-type: none"> - To review papers currently and suggest experts to review-all members. - To decide criteria and award prize for best paper-Ruth Marshall Chair. - To write Editorials. - To suggest new members to sit on the Editorial Board. - To sign up to e-TOC and encourage all members to do so. - To spread the word about Sharedit to all members. - To continue the pulse and point counterpoint features with a target of 4 of each feature in 2018. - To have sufficient submissions to be able to apply for an impact factor in 2019.
<p>11</p>	<p>Any Other Business:</p> <p>The President announced that the 2019 Annual Scientific meeting would be held in France.</p> <p>A member brought to the attention of those present a further joint meeting with ASIA in 2019 and said that the Scientific Committee had supported this proposal. The profit from such a joint meeting would be less. Currently people from some countries are not permitted to enter the USA. Another member highlighted the fact that France had initially been proposed for 2012 but they had agreed to wait so the meeting could be held in the UK that year. It was noted that members from ASIA had problems with funding to attend meetings outside the USA, although Canada is a possibility. The member's strong opposition to the 2019 meeting in France was noted.</p> <p>In conclusion it was agreed that if a single member of ISCoS was prevented from entering a country, then ISCoS would not hold its Annual Scientific Meeting in that country. The Executive will continue to explore the feasibility of a joint meeting with ASIA.</p>
<p>12</p>	<p>Date of next Annual General Meeting: Sydney, Australia September 2018.</p>