NorPEN EC meeting October 11 2024

Chair: Maurizio
Note taker: Maarit
Present at the meeting: Carolyn, Larus, Jackie, Maarit, Kristine, Maurizio, Heidi
Absent: Saad/Alexis

1. Welcome

2. Approval of minutes from last meeting
Approved.

3. Orientation from chair and co-chair (Carolyn & Jackie)
- EC elections: nomination status and timelines

Status for all representatives as follows:
Denmark: Maurizio willing to continue as a main, a substitute needed.
Societies: Kristine willing to continue. Uncertain if Mia agrees to be a substitute.
Finland: Heidi and Mika willing to continue with support from other groups.
Iceland: Freyja Jónsdóttir as main member, Larus as substitute.
Norway: Jackie and Angela willing to continue in their current positions.
Sweden: Carolyn as a main, a substitute needed.
Registry holder: Maarit and Heini can continue in their current positions.
Students: Carolyn to reach out to groups.

- November's face-to-face meeting in Copenhagen

It will be possible to join remotely, 9:00-10:30 on Nov 19. Many EC members will be in Copenhagen and a meeting room is booked.

4. Discussion of incoming applications (all)
- AI & Pharmacology, Department of Clinical Pharmacology, Denmark
  Espen Jimenez Solmen, Associate Professor. Clinical Pharmacology focusing on AI. Great group to join us. Approved. EC members appreciated the open invitations to join their journal club.

- Register Epidemiology Group, University of Gothenburg, Sweden
  Fredrik Nyberg, Professor of Register Epidemiology Group in Gothenburg.
  Very active and knowledgeable group. Approved.

  Carolyn to send out a welcome letter to both groups.

5. Update on NorPEN meeting 2024 (Maurizio)
So far 45 registrations for the meeting, 42 for the dinner, 14 for the PhD event, 29 for the 1st workshop and 34 for the 2nd workshop. All the speakers have been confirmed. Lunchboxes and coffee break refreshments have been ordered. Students will have a board game evening or beers/chat based on the survey and the majority vote. Programme has been updated with venues. Jackie suggested that it would be nice to have short description on preconference course and workshops on the website. Maurizio to reach out to speakers to ask a few bullet points to present the events.

Scientific committee have assessed the abstracts and notified the speakers. Oral presentations have been selected based on the following criteria: at least one presentation from each country and at least one from

each institution. There will be both AI-related and non-AI presentations. Poster panels have been ordered. Day after registration closure to confirm number of participants for lunch. The number of participants for the dinner has to be confirmed 10th of November.

Conference programme and abstract booklet will be available in electronic form to save money and environment. Organizing Committee has created NorPEN templates for posters and Power Point. These be used also in the future if wanted. Maurizio will buy small gifts/flowers to speakers will and two prizes for oral presentations and one for poster.

Maurizio raised a positive funding dilemma. If someone will register to the meeting but don´t participate dinner, there will be surplus money. Maurizio has already bought some material such as badge holders to be circulated. All the as money needs to be consumed, there cannot be extra after the conference. Where to use money? Cannot be used for administration and Maurizio is doing by himself. Limited possibility to spend extra e.g. on flowers or food as everything have max prices in Denmark. Possible ideas from the EC members: Invite more member to dinner from supporting staff. Re-allocate to student event. Keeping the early bird registration price until the end of registration period. Shared folder, Dropbox subscription for Norpen for e.g. five years as discussed earlier. Maurizio and Jackie to reach out to webmaster can we pay for NorPEN webpages. Other ideas are still welcome.

6. Update of CDM Survey (Maurizio)
Seven responses. Not even all the EC members have responded on behalf of their groups yet, please do that. EC agrees to send out a gentle reminder and to extend the response time. Maurizio will send out individual messages to group leaders.

7. Update from Edugroup (Carolyn)
Minutes from the last meeting circulated. Students are very enthusiastic with some ideas such as to create a LinkedIn group to share educational activities. Students seem to use that platform actively. Education resources to the webpage. Seminar series is going very well. Around 70 people joined the latest event via Zoom.

8. Update from members of EC
Maurizio informed about three on-site PhD courses related to pharmacoepi, AI and register-based epi. Students form other Nordic countries can apply for free. Recording for website challenging due to privacy reasons. Course descriptions and registration timelines available on the websites.

https://phdcourses.ku.dk/DetailKursus.aspx?id=112401&sitepath=SUND

https://phdcourses.ku.dk/DetailKursus.aspx?id=112365&sitepath=SUND

https://phdcourses.ku.dk/DetailKursus.aspx?id=111473&sitepath=SUND will be organized again in 2025

9. AOB
None.

10. Next meeting face-to-face in Copenhagen
Chair: Carolyn will chair the face-to-face meeting. Back to normal rotation of the Chairmanship: DK, NO, IS, SE, FI, societies, register holders in the following EC meeting.