

## ADMINISTRATIVE CORE CONFERENCE CALL

**Date/Time** February 24, 2005 @ 11:00 A.M. (PST)

**Attendees** Ed Riley, Elizabeth Moore, Christina Chambers, Ken Jones, Michael Charness, Ann Streissguth, Joe Jacobson, Laurie Foudin, Deidre Roach, Kenneth Warren, Sandra Jacobson, and Maudray Hogan.

### RECOMMENDATION/DISCUSSION

#### **Ed Riley:**

- This will be a short meeting, mostly informational due to the fact that not many PIs will be able to attend this conference call.
- I am still waiting for power point presentations from the Semi-Annual PI meeting in Indianapolis. All PIs were supposed to forward presentations to Maudray.
- Ann Streissguth will email her application tomorrow.
- Pilot Project applications are due March 7, 2005 and you can apply on-line. So far, only 1 or 2 submissions have been received.
- Jim West will chair review committee; there will be no consortium members involved with the review of applications. There should be funding for 4 projects.
- The 3-D camera that is currently in Buffalo will be moved to San Diego.
- The Finland group has received approval from their government to keep the 3-D camera for another year; however the 3-D Core will have to decide if they want to move the camera elsewhere.
- The images taken by Luther (from Buffalo) on 2-D, have been sent to myself and to the facial imaging people who will review them. (These are the same kids he has images on 3-D).
- The only agenda item sent in was that there has been some difficulty getting the dysmorphology forms data into the Informatics database. Including, knowing if the same examiner examined the same child on more than one occasion or whether the same child was examined on the same date by more than one examiner. Both of these questions are very important and we have to be able to sort on those criteria. There has been some difficulty in doing this. These issues will be taken up with Craig Stewart as to how to proceed.

#### **Christina Chambers:**

- On the issue of the repeated measures questions, in speaking with Joe Urbanski and Andy Arenson, yes this can be easily corrected; they have to write a script for this situation. They need to have this as a priority to have the script written.
- To date, Finland, San Diego, Italy, Moscow, and Buffalo's data has been input. Also approximately 20 cases from So. Africa has been inputted.

#### **Ken Warren, NIAAA:**

- Concerned because they have not received any information since the January meeting in Indianapolis, and was unaware of what the status of this project was. Laurie Foudin needs to be copied regarding the progress of what is going on. Ken Warren, Deidre Roach and Laurie Foudin had not registered with the Listserv and therefore were not receiving messages. Ed stated that this will be taken care of immediately.

#### **Ken Jones:**

- There was an established deadline of February 15, 2005, for the addition of data from children that had been examined by the dysmorphology core to be uploaded to Indianapolis.
- Based upon that data that have been submitted, the Dysmorphology Core has established about 4 or 5 different questions that will be asked and will have some information put together by the June meeting.
- There has been a significant amount of interaction going on between all of the sites and investigators.

#### **Ed Riley:**

- The Neurobehavioral Core is continuing to examine and collect data on the children they are examining here in San Diego.

**Sandra Jacobson:**

- Joe and Sandra Jacobson have recently returned from South Africa.
- The 5 year assessments are continuing and are going well.
- The children that were examined as infants are now 5 years old and are clearly FAS.
- Currently in the process of training a new examiner because current examiner won't be available and also have hired a new examiner and are working to get her trained.
- Spoke with Gene Hoyme and Luther Robinson at the Indianapolis meeting regarding how the 2<sup>nd</sup> two weeks in September, 2005 would work for him to come down from Finland to do the assessments and 3-D imaging. Have been trying to coordinate with Phil May (who is currently out of the country); later in the fall is better for Phil. Have previously made arrangements with Ken Jones, Dysmorphology Core, to come to South Africa.
- Have already completed the training that was provided in Indianapolis in January.
- Sandra will coordinate with Elizabeth Moore regarding 3-D camera availability.
- The pegboard tests for dysmorphology checklist have been completed. Also hoping to do 3-D cameras.

**Ed Riley:**

- Tentatively, the CIFASD June meeting is set for June 23 and 24, 2005, the Thursday and Friday before the RSA meeting. The meeting will be at LAX or Santa Barbara, California. Details to follow as they are implemented.
- Ed will follow up with Craig Stewart regarding the problems and issues in reference to the uploading/inputting of data, since no one from their project is on this conference call.

**Ken Jones, Dysmorphology Core:**

- Need to recast the number of children that need to be examined and determine how many trips will be required to complete the task.
- Ken will send out an email to PIs regarding this.
- Requesting that information should be in by the end of next week.
- Gene Hoyme has already determined how many trips are needed for their project.
- Sandra Jacobson stated that 2 trips would be required for their project in South Africa. The first trip in late September, 2005 and the second trip in late September, 2006.
- The Finland and Russian projects are currently under control.

**Ann Streissguth, Neonatal Ultrasound:**

- Confirmed with Ken Jones that her project is currently scheduled for April 14 and 15, 2005, with Ken Jones to come to Seattle, WA, for assessments.

**Next Meeting:** March 24, 2005 @ 11:00 A.M. (PST)

**Adjourned:** @ 11:39 A.M. (PST)