

ADMINISTRATIVE CORE CONFERENCE CALL

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

Attendees Ed Riley, Sarah Mattson, Michael Charness, Ann Streissguth, Kenneth Warren, Deidre Roach, Andy Arenson, Feng Zhou and Maudray Hogan.

RECOMMENDATION/DISCUSSION

Ed Riley:

- This will be a short meeting; not many PIs will be able to attend this conference call.
- Sarah and I are in the process of trying out a new software and net meeting site. It does Streaming video, PowerPoint, Word documents, IM (Instant Messaging), work on a document at the same time, private chat rooms, etc. It is inexpensive and was originally designed for international collaborations. This could be used to include all sites to join in on our conference calls. Will have them to do an instructional training for us, which I did, and it takes about 40 minutes. This website is completely funded by the Fogarty at University of Iowa. Website address: <http://globalcampus.uiowa.edu>. Provide log in name (your name) and password (cifasd). If you need assistance in getting on and getting set up on the site, I will be happy to help you.
- There are only two items on the agenda.
 - 1) Data Coordinator. All the PIs that are present on conference call have submitted their data coordinator. Another email will go out to those that have not submitted their person.
 - 2) Meeting in June, 2005. We are experiencing some conflicts of time regarding the CIFASD meeting in June.
- The problem is that the RSA and the Teratology meeting both start on June 25. The Dymorphology PIs - Christina Chambers, Ken Jones, Luther Robinson and Gene Hoyme - will be attending the Teratology meeting on June 23. It was decided that the CIFASD meeting will be held on June 23 (1/2 day) and 24 (all day), in Santa Barbara, CA. Ed will check into flight schedule information for Santa Barbara for these dates to determine start time of meeting.
- Any other items that need to be addressed?

Andy Arenson:

- Wanted to know if anyone felt that they were in need of any additional training from the Informatics Core. Training could possibly take place on-line. If anyone feels that they require more training, they should contact Andy Arenson for more info.

Ed Riley:

- **Facial Imaging:** Computerized facial imaging people now have the 2-D pictures that they are working on. The 3-D camera is staying in Finland. They promised to do at least a few pictures every week.
- Luther Robinson has been out of touch regarding his progress in Buffalo.
- The camera is scheduled to come to San Diego and training will take place on April 12th.
- The Dymorphology Core has just completed a 2nd wave in Russia. There should be a lot more data accumulated.
- There will be more data to report when the Jacobson's, Ken and Christina return.
- Sarah Mattson is working with Helen Barr on Neurobehavioral Core.
- Info regarding Pilot study results. I am not involved in the reviewing of the pilots. Jim West is handling this project. The information should be in by May 1. At that time, Jim will give us a review feedback and a priority score. The applications will be reviewed by a committee of three or four. At this point, unsure that all four projects will be funded. Some may not get funded depending on what Jim says.
- Progress Reports in for funding for 3rd year. Have to renew to determine status.

Kenneth Warren:

- TK is giving a presentation in Taipei for the NIH director, regarding international collaborative research and CFAS is a model of that. He would like to get some PowerPoint slides that will be used for medical educational, of FAS kids from various

ethnic backgrounds. Need slides of African American children. Ann Streissguth may have some slides that TK can use. Luther Robinson has several that can be used and he will be back on Monday of next week. Also needed are some slides of Asian children.

These slides will be used for presentation and not in print. Require children with full blown FAS. Sarah will check with the families to see if she can clear their usage with the family.

Ed Riley:

- Met with a radiologist from France last week regarding imaging. It appears to be worthwhile; they are not asking consortium for funding. They were provided with our protocol. They will most likely be a defacto member of the consortium.

Ken Warren:

- Everyone please send me a brief bullet on accomplishments and background information on your projects for the presentation in Taipei.

Ed Riley:

- All PowerPoint presentations of projects are available on our website.

Next Meeting: April 20, 2005 @ 11:00 A.M. (PST)

Adjourned: @ 11:50 A.M. (PST)