

## H3Africa CVD WG Meeting Minutes

Friday, July 12, 2019

### Agenda

1. Update on funding mechanism - Michelle S/Stacey.
2. Update on in-person data meeting - Tinashe
3. Update on manuscript - Onoja
4. Update on affiliate membership document - Michele R
5. Plans for face-to-face meeting in Ghana- All.
6. AOB

### Attendance

Sally Adebamowo  
Francis Agamah  
Dwomoa Adu  
Stacey Chambers  
Tinashe Chikowore  
Katherine Johnston  
Onoja Matthew  
Mayowa Owolabi  
Harry Wedel  
Ken Wiley  
Michelle Skelton  
Jennifer Troyer

### Notes

1. Update on in-person data meeting.
  - a. Tinashe reported that the planning for the upcoming is going very well. There are currently 12 in-person attendees confirmed, with full PI representation of the PIs from AWI-Gen, KDRN, and SIREN, with virtual attendance of the PIs from the ACCME and Diabetes groups.
  - b. There will a pre-meeting with data managers to prepare for the meeting, which is currently being organized.
    - i. **Action: Tinashe** will send **Katherine** the list of data managers who will be in attendance.
2. Updates on supplemental funding.
  - a. Michelle Skelton reported that computers have been ordered for AWI-Gen and Kidney groups in accordance with their requests. Unfortunately, the requests from SIREN and ACCME were not able to be fulfilled on time to receive FY19 funds; the requests were received later than anticipated and requested large amounts of funds, which UCT flagged as asset acquisitions, triggering a more rigorous administrative effort which held up the submission process. Michelle anticipates an update on this issue by the end of September, when she will be able to determine if she can utilize carry-over funds for these requests.
  - b. The second supplemental request has not yet been confirmed; Jennifer anticipates that we will have updates on this request by early September.
3. Update on Manuscript.

- a. Onoja reported that the manuscript is set to be submitted to *Circulation* in the next week. He is working to implement comments from the co-authors and update the formatting of the references, after which he will submit the manuscript.
- 4. Update on Affiliate Membership document
  - a. Postponed until a later meeting due to lack of updates.
- 5. Plans for face-to-face meeting in Ghana.
  - a. The Eyes of Africa and SickleGenAfrica have expressed an interest in joining the CVD WG. Representatives from each group have been added to the mailing list and calendar invitations. Sally suggested that these two groups could each give a short presentation in Ghana regarding the nature of their projects and the value they could add to the WG.
  - b. **Action: All:** Send any recommendations for the Ghana WG session to **Sally**.
- 6. AOB
  - a. WG leadership updates.
    - i. Ken Wiley will be stepping down from his role as the NIH facilitator of the group; Stacey Chambers from NINDS will be assuming this position.
      - 1. As Stacey has a standing conflict with the current WG meeting time, she will work with Michelle and the CC to poll the group for a new WG time that accommodates everyone's schedules.
    - ii. Sally will be on part-time leave between August and October and will continue to engage with the group during her leave. Stacey recommended that the group begin the call for a new Co-Chair, as Ojo will be stepping down in October. As the CVD WG tenets state and Ken reiterated, Sally will therefore become the Chair of the group at this time.