

Minutes
Board meeting #28
BioEM

April 22, 2024
06:00 pm – 08:00 pm (CEST)
Online meeting

In attendance:

- Luc Martens (LM)
- Florence Poulletier (FPoulletier)
- Niels Kuster (NK)
- Frank Prato (FPrato)
- Azadeh Peyman (AP)
- Anke Huss (AH)
- Wout Joseph (WJ)
- Rich Nuccitelli (RN)
- Olga Zeni (OZ)

Absent:

- Lucas Portelli (LP)
- Bennett Ibey (BI)

Invited for making notes: Melanie De Coster (MD)

Invited for item 7 Journal Committee: Theodoros Samaras (TS)

1. Adoption of agenda
 1. The agenda was adopted with changes
 - Finances: update and preparation budget for GA (treasurer): Postponed to the next board meeting
 - Add STM (Item 10)
 2. Minutes of the 27th meeting: approval
 1. There were no comments on the minutes of the twenty-seventh meeting. (Motion by AP, seconded by AH)
 3. Overview of the action of meeting #27
 1. Item 3: Special Issue on 5G and 6G Dosimetry
 - Distribution of leaflet during BioEM 2024 and other conferences: Task assigned to TS.
 - Invitation to TS for the next board meeting to discuss distribution locations (MD)
 - Extension of deadline to September:
 - Adjustments to leaflet required, to be coordinated with TS (LM will request it to TS) ✓
 2. Item 4: BioEM 2024
 - Platform presentations to be assigned to various topics (TPC and MD) ✓
 3. Item 5: Discussion regarding reduced registration fee for Emeritus members
 - To be implemented on the website (MD) ✓
 4. Item 6: Elections: Update
 - Announcement of winners to be made to the board first (AP), then to candidates (AP), and finally to all members. (AP and MD) ✓
4. BioEM 2024: Update
 1. Request Nikolaos to prepare an Excel sheet outlining the budget. Schedule his presentation at the Extended LOC meeting on May 8th at 9 am CET. Additionally, extend an invitation to him to present the budget at the next board meeting. (MD)
 2. Proposal by AH
 - Session Chairs

- The proposal suggests having both a junior and a senior scientist as co-chairs during the sessions, except for the plenary sessions and the d'Arsonval award presentation, where only senior scientists will be assigned as meeting chairs.
 - This proposal was well-received and deemed as a good idea
- 5. Finances: update and preparation budget for GA (treasurer)
 1. Postponed to the next board meeting
 2. Question about the transfer of BEMS funds
 - The transfer of BEMS funds has not been received yet
 - RN had previously believed that this transfer had been completed
 - NK to organize update meeting with RN and BI
- 6. Education committee
 1. Feedback on the 10th Erice school course "Electromagnetic Fields and Health – Epidemiological Approaches" was presented by AH
 - Participants: 21 international attendees from 13 institutes across 8 European countries
 - Backgrounds: Diverse, including engineering, biology, and epidemiology
 - Main topics covered: Exposure assessment, EMF and health effects, exposure misclassification, biological mechanisms, risk perception, planetary health, evidence synthesis, and guideline development
 - Active learning approach: Included participant measurements and presentations
 - Interaction: Close interaction between participants and lecturers throughout the week
 - Course Rating: Participants rated the course 8.9 out of 10
 - Additional Information: Final program and group photo from an excursion to the temple of Segesta was attached to the e-mail sent by AH to the board members on April 22
 - Action: Upload on website (MD), LinkedIn (AP)
 2. Proposal for the Erice school course in 2025, titled "Electroporation"
 - This decision regarding the allocation of 5000 Euros for funding requires approval from the General Assembly (GA) during BioEM 2024 in Crete.
 - LM will request an extended proposal to be circulated to the board members before the upcoming board meeting and to be presented during the GA in Crete.
- 7. Journal Committee
 1. Feedback of the meeting with Wiley
 - Attendees:
 - BioEM: RN, LM, NK, TS
 - Wiley: Journal Manager, Production Employee, Review Employee
 - Challenges:
 - Lack of Single Point of Contact (SPOC), with each department having different managers and employees in varying time zones.
 - Progress:
 - TS now knows where to direct questions within Wiley.
 - Action Items:
 - Plan for webpage corrections for the journal by BioEM 2024, with assistance from TS and Wiley's assistant.
 - Leaflet for special issues with extended dates is pending completion by Wiley.
 - TS to request only date adjustments.
 - TS and assistant tasked with ensuring follow-up actions regarding journal functionality and management.
 - TS to monitor progress and provide updates at the next board meeting
- 8. Communication Committee
 1. Proposal for marketing strategy
 - In attendance: AP and LM; absent: LP and OZ (connection issues)
 - All marketing tools in place
 - Website
 - LinkedIn
 - Newsletter
 2. Proposed Strategy:
 - Seek quotations from specialized marketers to ensure effective messaging.
 3. First actions:
 - Recording of interviews at BioEM 2024:
 - Feasibility and quality considerations for venue recordings
 - Budget allocation for hiring a photographer/video maker/storyteller
 - Action: MD to discuss with Nikolaos

- Consent for publishing plenary recordings to be obtained by TPC from the speakers
 - Conclusion:
 - Agreement to approach companies/individuals from Greece/Crete for quotations
 - Coordination among LM, AP, and MD for approaching potential candidates
 - Plenary recording logistics to be discussed with Nikolaos by AH
 - Interviews' recording details to be discussed with Nikolaos by MD
9. Awards Committee
1. Updates on nominations and the process for selecting award recipients were provided by FPoullietier
 2. D'Arsonval award
 - Template sheet (to be filled out by the awards committee) needs to be sent by AP to FPoullietier. Board members can reply with comments via email before the next board meeting
 3. Young scientist award
 - Decision to be made in the next Award Committee meeting, which will be scheduled by FPoullietier
 4. Request reviewers for awards during BioEM 2024:
 - postponed until the end of the month to when more registrations will be received
10. STM
1. OZ raised the question regarding our strategy for handling the results of STM this year
 - Decision: posting results on the website: MD
 2. Creation of a poster for BioEM 2024: MD and OZ
 - Stand reservation is already confirmed
 3. Testimonials during the conference: To be included at a later stage
11. Review of decision and action list
1. Item 4: BioEM 2024: Update
 - Request Nikolaos to prepare an Excel sheet outlining the budget. Schedule his presentation at the Extended LOC meeting on May 8th at 9 am CET. Additionally, extend an invitation to him to present the budget at the next board meeting. (MD)
 2. Item 5: Finances: update and preparation budget for GA (treasurer)
 - Question about the transfer of BEMS funds
 - NK to organize update meeting with RN and BI.
 3. Item 6: Education committee
 - Feedback on the 10th Erice school course "Electromagnetic Fields and Health – Epidemiological Approaches" was presented by AH
 - Action: Upload on website (MD), LinkedIn (AP)
 - Proposal for the Erice school course in 2025, titled "Electroporation,"
 - LM will request an extended proposal to be circulated to the board members before the upcoming board meeting and presented during the GA in Crete
 4. Item 7: Journal Committee
 - Feedback of the meeting with Wiley
 - Action Items:
 - Plan for webpage corrections for the journal by BioEM 2024, with assistance from TS and Wiley's assistant
 - Leaflet for special issues with extended dates is pending completion by Wiley
 - TS to request only date adjustments
 - TS and assistant tasked with ensuring follow-up actions regarding journal functionality and management
 - TS to monitor progress and provide updates at the next board meeting
 5. Item 8: Communication Committee
 - Conclusion:
 - Agreement to approach commercial marketing companies for quotations
 - Coordination among LM, AP, and MD for approaching potential candidates
 - Plenary recording logistics to be discussed with Nikolaos by AH
 - Interviews' recording details to be discussed with Nikolaos by MD
 6. Item 9: Awards Committee
 - D'Arsonval award

- Template sheet (to be filled out by the awards committee) needs to be sent by AP to FPoullétier. Board members can reply with comments via email before the next board meeting
 - Young scientist award
 - Decision to be made in the next Award Committee meeting, which will be scheduled by FPoullétier
7. Item 10: STM
- Posting on the website: MD
 - Creation of a poster for BioEM 2024: MD and OZ

12. AOD and Adjourn

1. Next Meeting Dates:
 - May 21, 2024, at 18:00 CEST: has been updated to May 28, 18:00 CEST