

## QIBA Process Committee (PC) Meeting

Tuesday, December 19, 2023, at 2 pm (CT)

### Meeting Summary

#### Attendees:

Kevin O'Donnell, MASC (Chair)

Michael Boss, PhD (Vice Chair)

Tammie Benzinger, MD, PhD

J. Brian Fowlkes, PhD

Nancy Obuchowski, PhD

Nicholas Petrick, PhD

Daniel Sullivan, MD

#### RSNA Staff:

Joe Koudelik

Susan Stanfa

### Process Committee Review of Latest Version of Profile-writing Group Support Guide

- Review of AIUM staff questions and comments on the Profile-writing group support guide
  - Clarity was sought regarding admin support responsibilities
- Secretariat Responsibilities and BC Logistics include facilitating meeting logistics, maintaining historical documentation, and providing public access to materials to support the Profile group's mission
  - The guide has been updated to include a breakdown of specific tasks for each responsibility
  - Some tasks, e.g., testing site recruitment, are classified as additional and optional ways to support a Profile writing group
- Though aimed toward society admin support contacts, this guide may also be useful for independent Profile Authoring Groups

### QIBA Transition Update

- All QUIC members are appointed by the RSNA Board
- In Q1 QUIC will refine its charge and present their plans to the Science Council
- A stakeholders roundtable is being considered for later in the year e.g., industry, FDA, etc. for
- Selection of biomarkers for further Profile development may be dependent on outcomes of these activities
- Reminder to copy QIDW files will be sent to BC leaders
- Profiles will continue to be made accessible on dedicated QIBA Wiki committee pages

### Next Steps

- Final BC Support Guide will be ready for distribution and QIBA Wiki posting by Dec. 22
- Feedback will be welcome via email to Mr. O'Donnell and Dr. Boss
- The final document will be shared with society contacts who have agreed to provide support