In attendance:

Andrew Buckler, BSEE, MSCS (Chair)	Michael McNitt-Gray, PhD
Rick Avila, MS	P. David Mozley, MD
Martin Barth, PhD	James Mulshine, MD
Charles Fenimore, PhD	Sandra Scheib, RN, MSN
Robert Ford, MD	Binsheng Zhao, PhD
David Gustafson, PhD	Linda Bresolin, PhD, MBA, CAE (RSNA)
Wendy Hayes, DO	Fiona Miller (RSNA)
Louis Marzella, MD, PhD	Joe Koudelik (RSNA)

Dr. Mozley complimented Kevin O'Donnell on capturing high level, key steps in the revised QIBA Process document. Groundwork and drivers were linked in this very useful reference for the VOL-CT group to build from.

It was decided that smaller, more function-based documents would serve better than incorporating everything into one document. The Strawman Matrix was also considered a critical component of this final process document.
Mr. Buckler encouraged the group to move into the action phase using the documents to provide direction.

Validation Plan Overview of Part 1 (A-C)

1A Subgroup - Analysis of Current Data
- **Design for study on phantom data has been discussed at the subgroup level**
- Rick Avila offered to help steer this group
- No formal team assembled yet
- Analysis of current data needed - needs to be put into terms outlined by the Strawman Matrix:
  - Using existing data
  - Using various algorithms
  - Identifying % variability and causes
- Description of algorithms needed
- Verify with Dr. Petrick that phantom data exists and analysis can begin
- Dr. Petrick to release portion of the data (too much to deal with at once)
- A series of sequential tasks with go, no-go stages would be beneficial
- Merck would like a better understanding of the number of phantom images needed in Part 1A
- Lori Dodd and John Loo (sp?) (statisticians) could help with determining proper size of data set needed
  - Dr. Fenimore mentioned a modest 10 scan sets – assumed
- Dr. Fenimore to contact Dr. Petrick for a better description of available data
- Stage A3 - CT machine comparison – Merck interested I this activity (per Dr. Mozley)

1B Subgroup
- Dr. Michael McNitt-Gray offered to lead Subgroup 1B

- No formal team assembled yet
- Primary mission of 1B is to select data sets
- Data analysis plan needs to be determined
- Time frame needs to be determined
- Need to compare Dr. Petrick's data analysis plans with that of QIBA's – are they harmonious?
- Dr. McNitt-Gray will provide a RIDER VOL-CT activities overview for next week
    - Is there FDA and QIBA overlap?
- If 1A is successful, Merck will also be willing to work on this
- Effect of slice thickness and other parameters need to be considered

1C Subgroup - Prospective Phantom Image Acquisition Activity
- VOL-CT Phantom Study Protocols Subcommittee already working on Validation Plan - Part 1C
- Dr. Hayes to inquire with the Phantom Study Protocol Subcommittee if group could meet 1 week early to continue discussions concerning the overseeing of Part 1A, as well as current 1C activities. Group to discuss on their Sept 18th call.

ACTION ITEMS:

- Version 3 of the Validation Plan currently being drafted by Dr. Mozley
- Draft of Part 1C activity – to be drafted by Drs. Hayes and Petrick (VOL-CT Phantom Study Protocol Subcommittee) and sent to Dr. Mozley so he can include it
- Rick Avila and Charles Fenimore to contact Rafael Wiemker at Philips to help
- Dr. Wendy Hayes offered to contact Dr. Robert Ford, concerning his offer of assistance
- Dr. McNitt-Gray to provide a RIDER VOL-CT activities overview for next week's call
- Dr. Mozley is to email the group proposed specifications of data set needed