

**Research Ethics Board Meeting  
January 11, 2013  
9:30 – 12:00 noon ORS Meeting Room – A2410**

**Minutes**

**Attendees:** Kyle Matsuba, Chair, Nathalie Gagnon, Kevin Hamilton, Lisa Kitt, Michaela Lucas, Constanza Rojas-Primus (quorum)

**Regrets:** Leslee Birch

**Recorder:** Catherine Parlee

		<b>Time</b>
<b>1</b>	<b>Approval of Agenda</b> • Unanimously approved	<b>9:30</b>
<b>2</b>	<b>Approval of Minutes of the Meeting of December 14, 2012</b> • Unanimously approved	
<b>3</b>	<b>Business Arising from the Minutes do we want these here from the last meeting</b>	
<b>3.1</b>	• Consent Form (posted – monitor) – discussion regarding progress	
<b>3.2</b>	• New REB Member Orientation – bring forward to next meeting	
<b>3.3</b>	• Evaluation of the Board – Chairs and Members – discussed and document will be circulated to members	
<b>3.4</b>	• Forms – Course Base Research – Feedback – tabled	
<b>3.5</b>	• G27 – Length and number of terms of REB Members – tabled	
<b>3.6</b>	• Community Member has accepted offer and will attend February 8, 2013 meeting	
<b>3.7</b>	• Minimal and non-minimal risk – ongoing discussion	
<b>3.8</b>	• Website – on-line draft presented and will be made available for members to log into and provide their comments	
	Coordinator position – Administrative Assistant - discussed REB Member position posted	
<b>4</b>	<b>Operating Procedures - None</b>	
<b>5</b>	<b>Full Reviews and Delegated Review</b>	
<b>5.1</b>	2012-043 – Pending	
<b>5.2</b>	2012-041 – Pending	
<b>5.3</b>	2012-044 – Approved	
<b>6</b>	<b>Expedited Reviews</b>	
<b>6.1</b>	2012-040 – Pending	

<b>6.2</b>	2012-042 – Pending	
<b>7</b>	<b>Revisions</b>	
<b>7.1</b>	2009-031 – Approved	
<b>8</b>	<b>Questions – None</b>	
<b>9</b>	<b>Completion/Progress Reports - None</b>	
<b>10</b>	<b>Any Other Business</b>	
<b>10.1</b>	Conference updates: Kevin Hamilton – presented an overview Constanza Rojas-Primus – postponed to February 8, 2013 meeting.	
<b>11</b>	<b>Next meeting dates</b>  February 8, 2013                      9:30 am – 12:00 noon March 8, 2013                        9:30 am – 12:00 noon April 12, 2013                        9:30 am – 12:00 noon	
<b>12</b>	<b>Adjournment</b>	12:00