

## **Minutes**

CSAM Conference Committee Meeting

January 21, 2020– 6:00pm MST

### **Present:**

Jennifer Brasch	Dave Martell	Melanie Willows	Paul Sobey	Ron Fraser
Allison Marmell	Wip Lamba	Becca Hebert (recorder)		

### **Regrets:**

Ashley Warnock

Call to Order: 6:04 pm – Jennifer Brasch

Adoption of Agenda and any Additions

- Melanie - to add in a discussion around inviting individuals with lived experience to the list of conference speakers

#### 1. Review of action items from last meeting:

##### **Jenn**

- Connect Allison and Tommy Brothers - Done
- Connect Allison and senior Medical student at McMasters – Done

Dave & Allison to connect after this meeting to discuss the Trainees segment of the conference

- Jenn to speak with Pamela Leuce to minimize conflict of interest issues – Action to be completed
  - Ensure we see these slides before hand
  - Have a clear full disclosure slide
- Jenn to send first round emails to these potential plenary speakers:
  - Julian Somers - In
  - Peter Selby – Still hoping we can integrate Peter in the conference in some aspect
  - James Mackillop - In
  - Patricia Conrad - In

##### **Paul:**

- Discuss with Jenn & Allison sessions that would be appealing to trainees - Done
- Paul to connect John Kohen & Ron Fraser via email – Done
- Site Visit – Ram Harring emailed Paul and made several of suggestions for site visits
  - Having a few options available would add value to the conference with it being joint with ISAM.

- A suggestion to have one bigger site visit and a few smaller ones if attendees are interested
- Paul – make inquiries on site visits – at the supervised injection site – how many days, what time and how many can they accommodate per trip. Also, at the therapeutic community. As far as arranging tours to the treatment centres – needs to be proactive – needs to be promoted in advance. Separate from the conference. We should not be directly facilitating these tours.
- Jen, Marilyn and Becca to talk about how to solicit those site visits. Minimize our involvement well offering the opportunity
- Ron to ask Homewood informally on how to arrange it – If companies are offering tours they can sign up on website?

**Wip:**

- Investigate different principles/guidelines used at other conferences before next meeting to decide the language we will use and to be ahead of the wave
  - Conversations surrounding this topic are very tricky
  - CSAM needs to identify our goals
  - Including on diversity on committee itself
  - As a group we must figure out how much diversity is wanted when choosing our speakers
  - We must have a few guiding principles created as a group
  - Wip to forward an email to Jen
  - Jen & Wip to have a call regarding diversity
  - One of our targets is more inclusiveness at this stage
  - Create a system to reflect on the process of picking diversity – have part of it as our conference planning
- Connect with Allison to see how to make the trainee track fit with our current diversity landscape

**Ron:**

- Find Fundamentals coordinator - Done

**Allison:**

- Develop Trainee Track
- Connect with Wiplove to see how to make the trainee track fit with our current diversity landscape
- Discuss with Jenn & Paul sessions that would be appealing to trainees  
Will update next meeting after Dave and Allison Connect

2. AMP—marketing and sponsorship

- We are going to go ahead with AMP
- Remaining part is how we will split costs with ISAM
- Paul and Jenn to connect about billing structure

3. Abstract submission process

- Submissions will be live by the end of this week or early next week
- Jenn has made some changes to the process since last year – stole some ideas from ASAM
- Added in professional development as a type of workshop

4. Review of plenary speakers

- We have the following speakers currently presenting at the conference:
  - Dr. Vladimir Poznyak, WHO - WHO Update
  - Dr. Hugh Garavan, University of Vermont - Developmental risks
  - Dr. James MacKillop, McMaster University – Cannabis
  - Dr. Patricia Conrod, Concordia University - Prevention of Substance Abuse
  - Dr. Kathleen Brady, University of South Carolina - PTSD and Stress
  - Dr. Marc Potenza, Yale University - Behavioral Addiction and Gaming
  - Dr. Julian Somers, Simon Fraser University - Social Determinants of Addiction
  - Dr. Marc Galanter, University of New York -Research on Spirituality
- 9 keynote speakers – 90 minutes sessions each day

5. Conference fees

- Published inclusive of taxes
- Recap of 2020 fees:
  - Full member ISAM or CSAM  
\$850 early bird, \$975 regular fees include taxes and processing
  - Associate member (nurse, social wk, psychologist, etc)  
\$750 early bird, \$875 regular
  - Nonmember MD  
\$1100 early bird, \$1225 regular
  - Affiliate (ISAM) member: nonmember prices minus - \$100
  - Nonmember associate  
\$850 early bird, \$975 regular
  - Student and Category D low-income countries  
\$350
  - Fundamentals  
\$300 or \$150 if registering for conference, \$100 for students
  - Gala: \$50 if registering for 3-day conference (any fee category), otherwise \$125
- 1-day fee: \$400 at any time.
- ISAM courses--Nady & Marilyn set fees

6. Trainee matters

- Bursary program
  - Dave to set bursary program into motion
  - Opening applications by the end of February /early March
  - This should be prepared by the next meeting

- Jenn & Dave to connect offline
- Have bursaries available earlier so the individuals know if they can attend or not
- People do not have awareness that we are willing to disperse funds to individuals who cannot come to the conference
- We like it informal – be careful how we proceed with giving these bursaries out

7. French track

- No further headway made with the French track option
- Paul to send a follow up email to Kathy regarding this

8. Fundamentals update

- Navid Ali will take on the planning of the fundamentals
- Will fundamentals be 1 day or a day and half?
- Jen to invite Navid to the conference committee
- Becca to connect Jenn and Marilyn to talk about fundamental space

9. Other items

- People with lived experience
- 2 of the members from great big sea – Melanie has seen them speak before, did a really good job speaking – book is being published this spring;
- Think about this for next meeting – will connect with them if this is something we want for the conference

Next Meeting: Becca to send out doodle poll for mid - February

Adjournment: 7:03pm – Jenn Brasch

Action Items:

**Jen**

- Connect with Pamela Leuce
- Connect with Marilyn and Becca to discuss how to facilitate site visits with the attendees
- Connect with Paul about AMP billing structure
- Connect with Dave about the bursary program
- Invite Navid Ali to the conference committee

**Dave**

- Connect with Allison to discuss the trainees' segment of the conference
- Start to develop the bursary program - connect with Jen offline

**Paul**

- Make inquiries on site visits at the supervised injection site (how many days, what time, how many people can they accommodate per trip) and therapeutic community
- Connect with Jen about AMP billing structure
- Send follow up email to Kathy regarding French track

**Ron**

- Email Homewood regarding ways to arrange site visits

**Wip**

- Connect with Jen to discuss diversity - Forward email surrounding this topic to Jen
- Connect with Allison to see how to make the trainee track fit with our current diversity landscape

**Allison**

- Connect with Dave to start developing the Trainee Track

**Becca**

- Connect with Marilyn and Jenn about fundamental space
- Add lifetime achievement award to next meeting agenda
- Create doodle poll for mid- February