

2014-2015 AFDO FINAL COMMITTEE REPORT

Drugs, Devices and Cosmetics Committee

***Chair:** Tom Brinck, Texas Department of State Health Services, Austin, TX

Chair: Dennis Baker, U.S. Food & Drug Administration, Southwest Region, Dallas, TX

Charge 1: Plan and identify important topics, and secure presenters for the DDC program at the annual conference.

Discussion: The Drugs, Devices and Cosmetics (DDC) Committee conducted a number of planning calls beginning in August 2014 in order to solicit topics and presenters for the upcoming Annual Educational Conference (AEC) in June 2015. Based upon initial conference calls, the Committee established its intent to develop the 2015 DDC Program using a format similar to the one used previously at the 2014 AEC. The 2014 DDC Program consisted of a two-day drug and medical device session running concurrently with the AFDO food session. The DDC Committee reached out to its associate and international members as well as the FDA Detroit District Office for their assistance in identifying and ranking a number of topics for inclusion on the 2015 DDC Program agenda and in soliciting presenters for these topics. The Committee attempted to secure presenters representing both FDA and regulated industries, wherever possible. This year, the DDC Committee established an AEC Marketing Subcommittee to look into ways to improve marketing of the 2015 DDC Program to associate participants. As a major component of its marketing strategy, the Committee relied upon a co-sponsorship agreement with the FDA Detroit District Office. Advertising for the 2015 DDC Program included several methods that have previously been found to be effective, including direct mail notifications (e.g., postcards), email distribution lists and a notice in the Federal Register. The Committee also worked closely with the AFDO Program Coordinator and FDA Detroit District Director to ensure the Program had adequate representation from the District. The DDC Committee continued its efforts in the fall of 2014 and spring of 2015 to finalize the program agenda through a number of additional conference calls. In February 2015, notice of the DDC Program and AFDO – FDA Co-Sponsorship Agreement was published in the Federal Register. In the spring of 2015, the FDA Detroit District Office developed an invitation letter to be mailed to drug and medical device firms in geographical proximity to the AEC. In response to a productive meeting of our Body Art Subcommittee at the AEC in June 2014, plans were made to continue the work of the Subcommittee at the AEC in Indianapolis in 2015. The DDC Committee has once again benefited greatly from the involvement of the local FDA District Office and considers its co-sponsorship relationship with FDA to be a major factor in the success of the DDC programs during the past few years.

Recommendations: Charge completed. Create a new charge to direct the DDC Committee to identify and develop similar objectives for next year's annual educational conference.

Executive Committee Action:

Approval



Disapproval



Date

6/4/15

Charge 2: Beginning in March, solicit volunteers to welcome First-Time Attendees for the Drug & Device Forum of the Conference. The first time attendee packet will include an identifying first time attendee ribbon. Opportune times to become acquainted will be committee meetings, opening session, receptions and especially at the AFDO Bingo.

Discussion: Throughout the year, the Committee solicited assistance from its members to actively participate in AEC planning activities, including the engagement and mentoring of first-time attendees. A number of members volunteered to assist with onsite preparations and logistical support and would be willing to reach out and mentor first time attendees at the Drug & Device Forum. In addition, these individuals stand ready to offer their

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support to Membership Committee Chairs and the AFDO Office. The names of these mentors and volunteers are available to the AFDO Office upon request.

Recommendations: Charge completed. Create a new charge to direct the DDC Committee to continue its efforts to assist first-time attendees of next year's annual educational conference.

Executive Committee Action:

Approval Disapproval Date 6/4/15

Charge 3: Advise AFDO Board of recommendations for increasing AFDO participation with drugs, devices, and cosmetics.

Discussion: The DDC Committee has traditionally been able to communicate effectively with the AFDO Board via its Board-Appointed Advisors and Health Canada Advisor. In addition, the Committee remains active in overall AEC program development by means of its participation on the AFDO Program Planning Committee. Through its involvement in program planning activities and in consultation with the AFDO Program Coordinator, the Committee has made a number of recommendations this year to improve the quality and relevancy of AEC general session topics for attendees of its drug, device and cosmetic programs. DDC-related information on AFDO's website continues to provide an avenue by which AFDO can strengthen its commitment to drug, device and cosmetic issues. Based upon a request last year from the AFDO Executive Director, members of the DDC Committee organized a Subcommittee on Body Art (Tattoo and Body Piercing) in order to identify some of the significant regulatory issues affecting the growth in that industry and elicit suggestions for how AFDO may become more involved with developing guidance documents related to Body Art. The Subcommittee remains active this year and plans to meet in Indianapolis in June 2015.

Recommendations: Charge completed. Create a new charge to direct the DDC Committee to provide similar recommendations for next year.

Executive Committee Action:

Approval Disapproval Date 6/4/15

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