

# 2015-2016 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

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**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 2015 in order to solicit topics and presenters for the upcoming Annual Educational Conference (AEC) in June 2016. Based upon initial conference calls, the Committee established its intent to develop the 2016 DDC Program using a two-day format similar to the one used previously at the 2015 AEC. This format consisted of a drug, medical device and cosmetic session running concurrently with the AFDO food session. Topics were subsequently identified and ranked in order of importance by the Committee and once selected, invitation letters were sent out to prospective presenters by the AFDO Program Coordinator. The Committee attempted to secure presenters representing both FDA and regulated industries, wherever possible. Throughout this process, the Committee actively sought input and representation from our cosponsors, including the FDA Philadelphia District Office and CASA. The DDC Committee regularly participated on AFDO Program Planning Committee conference calls this year in order to help develop topics of mutual interest for the AEC general session. The DDC Committee once again sought input from its AEC Marketing Subcommittee to look into ways to improve attendance at the 2016 DDC Program. This subcommittee has met several times this year and offered a number of valuable recommendations for increasing attendee turnout at the AEC. These contributions have included cross-promotional activities, the use of an early registration discount, and the promotion of co-sponsorship opportunities. Traditional advertising for the 2016 DDC Program included several methods that have previously been found to be effective, including direct mail notifications (e.g., postcards), use of e-mail distribution lists, FDA district director invitation letters and public notices in the Federal Register. Our Body Art (Tattoo and Body Piercing) Subcommittee had a productive meeting in Indianapolis last year and has continued this year to actively pursue ways for AFDO to become more involved with workshops and guidance documents related to Body Art. The DDC Committee has explored additional avenues to reach out and collaborate with other groups that have similar interests. This year, some of our members met with ASQ to discuss possibilities for future joint strategies, including dissemination of brochures in exchange for promotion of the AEC on the ASQ website.

**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

6/24/16

**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 DDC Committee solicited assistance from its members and all interested individuals 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 during the DDC session. In addition, these individuals stand ready to offer their support to Membership Committee Chairs and the AFDO Office. The names of these

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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

6/24/16

**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 DDC Committee has made a number of recommendations this year to improve the quality and applicability of AEC general session topics for attendees of its drug, device and cosmetic programs. DDC-related information on AFDO's website provides a valuable avenue by which AFDO can strengthen its commitment to drug, device and cosmetic issues. Based upon an earlier request from the AFDO Executive Director, members of the DDC Committee have supported the on-going efforts of its Body Art (Tattoo and Body Piercing) Subcommittee in order to identify 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 again in Pittsburgh in June 2016.

**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

6/24/16

*\*Responsible for submission of reports*