



ACCREDITATION BOARD MEETING MINUTES
June 6, 2019
Fairmont Scottsdale Hotel in Scottsdale, Arizona

I. Call to Order

Dr. Chris Ketcherside called the meeting to order and welcomed Accreditation Board members and guests in the attendance.

The following members were present:

Christopher Ketcherside, MD	Co-Chair
Chris Stoeger, CEBT	Co-Chair
Kyle Mavin, CEBT	Co-Vice Chair, Training Chair
Michelle Rhee, MD	Co-Vice Chair
Beth Binnion, CEBT	Chair, Forms Subcommittee
Alan Blake, CEBT	
Sara J. Botsay, CEBT	
Lisa Brooks, CEBT	
Jason Brosious, CEBT	
Ryan Cady, CEBT, CTBS	
Winston Chamberlain, MD	
Kevin Corcoran, CAE	President/CEO – EBAA
Jennifer DeMatteo, MCM, CIC	Director of Regulations & Standards – EBAA
Marcella Dimond, CEBT	
Donna Drury, CEBT	
Timothy Fischer, CEBT	
Brian Ha, CEBT	
Erik Hellier, CEBT	
Christopher Hood, MD	
Adam Kaufman, MD	
Ginny Kullman, MD	
Jennifer Li, MD	
Amy Lin, MD	
John Lohmeier, CEBT	
Dan Lunn, CEBT	
Linda Martin, CTBS	
Donna McDonald, CEBT	
Eric Meinecke, CEBT	
Shahzad Mian, MD	
Tom Miller, MS, CEBT	

Brian Philippy, CEBT
Jim Quirk, CEBT
Sam Ramos, CEBT, CBTS
Mijana Ridic, CEBT
Christopher Sales, MD, MPH
Adam Stockman, CEBT
Michael Titus, CEBT
David Tremblay, MD
Woodford Van Meter, MD EBAA Chair
David Warner, MD

II. Approval of Minutes

Chris Stoeger requested approval of the minutes from the last meeting.

Action: A motion was made (Quirk) and seconded (Meinecke) to approve the minutes from the October 2018 meeting in Chicago, IL. **Motion Passed.**

III. Old Business

A. Forms Subcommittee – Binnion

Beth informed the board that a change was performed in the PIQ instructions (e.g. referencing Section 4-G, B1.000) that the word “Maintain” added to state “*Documentation of maintaining registration with ICCBBAA for FIN*”.

B. Training Update – Mavin

Scores and Scoring committee had met and drafted a Training slide deck. The training consists of history as to “why” the scoring is necessary, “what” the scoring entails and “how” to perform the scoring calculation. Kyle presented this training module to the members. A small discussion regarding whether inspectors should provide the preliminary scores to the bank while on site. Kyle stated that it would not be necessary and gave an example that if a PT was noted it may be so severe that it could influence the final decision of the accreditation of that bank (despite having a high score). Jennifer added that the scores are listed on the document that is given to the bank regarding the final accreditation. Lead inspectors are now expected to compute scores and submit them with paperwork. Brian Philippy offered to explore automatic scoring using Excel formulas. This idea will be explored prior to the next AB meeting.

C. Use of Video in lieu of on-site observation – ad hoc committee update – Ketcherside

History of the creation of the ad hoc committee development and the charge given to the committee was given by Dr. Ketcherside. Dr. Ketcherside provided an update from the committee which and stated that an additional person was added (Troy Win’E due to his experience with utilizing video for training purposes). The “when” and “how” to use the video was defined by the group. It was agreed upon that a 3rd party (video professional) was not required. Video platforms were identified to best support this process (Zoom, FaceTime & Skype). A trial run was performed and discussed. The guidelines have been drafted and will be shared with the AB members. Dr. Ketcherside has identified the following banks to partake in a beta phase: SightLife, Georgia Eye Bank, Advancing Sight (formerly known as Alabama Eye Bank), Saving Sight, and the Eye Bank for Sight

Restoration. Once these banks have completed the beta phase, feedback to the subcommittee will be sought. These results and a more defined guideline will be submitted at the next AB meeting.

D. AOPO, AATB, EBAA collaboration to reduce auditing burden of shared inspection criteria – DeMatteo

The subcommittee that was formed (Jennifer DeMatteo, Linda Martin, Donna Drury, Marcy Dimond) had met and joined 1 conference call with the other representatives from each organization (AOPO, AATB, EBAA). The group discussed the “common” areas of an inspection. The committee is waiting for follow-up to be completed by the other organizations to determine next steps.

IV. New Business

A. Non-Member Accreditation Discussion – Corcoran

Kevin Corcoran reported that EBAA anticipates the need to accredit non-member eye banks in the foreseeable future. He explained that EBAA’s accreditation is widely considered an essential requirement for banks to successfully place tissue, so we cannot deny accreditation to non-members without being exposed to risk of an antitrust claim. Because the accreditation process is underwritten by members’ dues, EBAA can charge non-members more to be accredited. There were three areas of expenses that the EBAA considered, Application Fee, Inspection Fee, and Expense for Travel of the AB team. Kevin went on to say that the EBAA is considering accrediting non-member banks in the future.

Discussion was then opened up to the audience. Dr. Mian inquired about the value to EBAA to accredit non-members; Kevin stated that this would enable the association to still evaluate the non-member’s processes to ensure the quality of tissue is at a high level. Chris Stoeger inquired if there was an increase of non-member eye banks requesting to be accredited, does he feel that EBAA can handle that case? Kevin responded that was not an issue at this time because there have not been a large number of inquiries. Dr. Van Meter added that the way the inspections are structured and scheduled an addition to the current numbers could be accommodated. Dr. Mian then asked if this was going to be opened up to US-based or global based eye banks as well? Kevin stated that there are only US-based inquiries at this time, a few international eye banks have shown interest. A question was asked about international eye banks and if EBAA has the capability to advise given the different practices in Europe and elsewhere. One example is organ culture storage media. Dr. Rhee mentioned that the Venice Eye Bank has been EBAA accredited at some point in the past, so there is demonstrated capability. Dr. Chris Sales asked how EBAA will ensure that non-members maintain their accreditation after first receiving it. Chris Stoeger inquired about the timeline to when this may start, Kevin responded that AB’s leadership is developing a proposal and that he hopes to have more information at the next EBAA meeting in the fall. Beth Binion suggested that the AB have some type of assurance the non-member bank can submit documentation showing that they are following a medical standard. Brian Philippy inquired about nonmembers having the opportunity to serve on EBAA boards or committees. Kevin responded that committee members are appointed by EBAA’s Chair and approved by the Board of Directors, so there would be oversight through the process. Dr. Van Meter inquired about having the nonmembers having access to EBAA forms & documents and if so, would there be a fee associated? Kevin stated that current practice is that EBAA shares Medical Standards globally with no charges. Kevin then put the discussion back into context and explained that CorneaGen may be ineligible for membership in the future and this was

the catalyst for the initial discussion. Dr. Mian suggested that non-members would have a maximum of 1-year of accreditation.

V. Late Additions

Brian Philippy submitted one late addition regarding Donor Log Reviews. This was a tool that Brian had developed to be used for a guide to the AB members and would be made available to all inspectors on the EBAA website.

VI. Adjournment of Business Meeting

Hearing no other questions or comments, Chris Ketcherside closed the business meeting and reminded those in attendance that the next section would be limited to AB members only.

VII. Closed Session / Spring 2019 Inspection Cycle – Reports of Findings

A. 18 Banks were inspected this round.

Inspectors presented observations of the banks with findings. All 18 banks received a 3-year accreditation status.

- 4 Banks with “No Findings” or 100%
- 14 Banks with “Findings”
- There were no potential threats cited during this cycle

Minutes submitted by AB Co-Vice Chair, Kyle Mavin, CEBT