

13th June 2022

Agenda Items

1. Apologies
2. Review last meeting notes x 2
3. DS conference
4. Other Sustainability Issues
5. Next meeting date

In Attendance

Present: Andrei S. Morgan (ASM), Becca Wilson, Angela Pinot de Moira (APM), Juan Ramón González, Stuart Wheeler, Yannick Marcon, Kim Cajachagua Torres, Simon Parker, Elaine Smith. Guest: Michaela Fay.

Apologies: Artur Rocha, Paul Burton, Rosa Gini.

Review

Minutes from 7th March and 9th May 2022 were both reviewed and agreed, (although the meeting on 9th May was no longer quorate after 2.00pm).

Previous Actions

1. Doodle was sent for next urgent DAB meeting - ASM
2. APM investigated Copenhagen as a venue for the next Conference – room space was problematic
3. Further discussions with JRG re Barcelona venue took place at the DataSHIELD Full Stack Meeting on 12th May.

Conference

- Technical Issues –
 - BW wouldn't be able to travel, others too (so, need hybrid option for them)
 - Rodney Ortiz (ISGlobal Project Manager) previously advised that hybrid meetings would be difficult technically, although we would hope to make this available to specific individuals
 - Examples of recent Conference best practice and difficulties:
 - Mixed approach was technically difficult: all speakers should either be in person or remote, not mixed in the same session.
 - Should allow dial in for all sessions.
 - <https://whova.com/> was a good example of a tool used to manage an event.
 - Slack chat worked better than Zoom chat (for mixed participants).
 - Pre-recorded talks were a good idea – with live Q&A after.
 - Break out sessions were difficult, with mixed physical and virtual chats.
 - Switching between lightning talks was difficult technically.

- Dates –
 - JRG's offer to host the conference on 19th-21st October was agreed by the Board.
 - Last virtual meeting was held over 2 days and was very tiring. Should hold the next over 2.5 days to be less compressed and allow for breaks.
 - Rooms are available from 8am-4.30pm (with a larger conference room only available for morning sessions). 2 other smaller rooms will also be booked over 3 days.
 - Important to meet once a year (recent gap of 2 years was too long)
 - No overlap with other consortia meetings: EUCAN-Connect 12-14 Oct; ATHLETE – January 2023
 - APM had checked availability in Copenhagen, which was very limited; Angela also advised her contract was ending this September.

- Abstracts –
 - Deadline – August 12th (to allow people to register if their abstracts are accepted)
 - DAB members (BW,ASM,SW,KCT, SP) will review abstracts 15-19th via email.
 - List of invited people to showcase their work. Need to have a meeting to discuss this.
 - Could review abstracts as they come in. Think there'll be about 20. Hard to gauge as you receive them. Usually we make room for everyone to present, and cut timings.
 - BW to ask Alex Westerberg to help edit the website
 - Eventbrite was used last year to register
 - Invite speakers in July. Propose people by email. Send invites from DAB.
 - Historically waited for abstracts to be in, before timetabling. Last year, collated everyone from LifeCycle together. Mixed sessions were better received: one science; one methodological. Important for people to see whole picture.
 - DAB should present progress (in middle of conference to capture attendance)
 - Should we plan a meeting now to talk about the conference?
 - 5th Sept 1-3pm cc Alex.
 - Single point of contact on the ground to liaise with. JRG – could you identify who this would be? Rodney might/PhD – will check. ES to email JRG with contact (who can answer this)
 - Any help from DAB to JRG?
 - Does ISGlobal have a way of registering for the conference
 - Catering is available (for 100 people this is doable)
 - Ask Rodney for the costs of drinks/lunch/breakfast – there'll be a package
 - Previously charged £200-300?? per person. £35/delegate per day for 3 days. Printing and paying for invited speakers – other charges.

- **Deadline for abstracts** – mid **August 12th**. Whoever collates – send to committee for 15th.
 - Review 15-19th August.
 - APM – can't attend that week, but happy to read. ASM not free either.
 - Kim and Stuart and Becca happy to review.
 - Respond by email – more a case of rejecting any that are unsuitable.
 - Have them available online. Have a document to list them – where DAB can add comments. Need to decide timings. In-depth talks and less speakers?
 - Decisions by email by 1st September. Could extend the deadline if we don't get so many.

- Early career researchers – good to encourage them to present what they’re working on. Dedicated session for ECRs?
- BW to ask Alex to collate this. SW, BW, SP KCT, ASM, APM – over a few weeks, all happy to read them.
- Action – ASM to post on Forum – hold the date. SW will work on website page. Hold the date Tweet ES – holding this in person.
- Hybrid – options? JRG will ask. Advertise as in-person, in Barcelona (not mention hybrid).
- Payment
 - Previous charges have been at cost
 - If want to cover the cost of invited speakers, this has been generated via registration fees
 - Local businesses have previously sponsored drinks etc
 - Dates/price/costs for food
- Potential speakers
 - José Luis Peñalvo from unCoVer consortium (COVID 19 project) – already have DS infrastructure. Developing a new package called ds.Dates which would be a good example to highlight.
 - Miguel Cordero from SSMSO– Chilian clinician in a research hospital. They want to use DS to give access to data in their healthcare system. Action: BW to contact as he may be in EU.
 - German consortia? Previously invited Harald Binder. Miracum is ending at end of this year.
 - NFDI4Health – several groups using DS in this consortium; Mariona first point of contact. Would be interesting to see their plans
 - Harmonisation? Canada or Netherlands? Maelstrom – they’re preparing a package for data sets (currently in a private repository)
 - Infrastructure – layers in the stack – Molgenis/Obiba etc.
 - Usually Yannick is asked!
 - Fruzsina Molnár-Gábor from Heidelberg University – BW/SP awaiting her advice on costing a legal report; good to present any results
 - Talk describing ethical issues/GDPR. A white paper to reference would be excellent. Work is ongoing and also included in EUCAN-Connect WP7 (Michaela Faye).
 - SBA research – Rudolf Meyer. Tanya gave a talk for SMEs to use DS to access data.
 - Message on Forum – asking for keynote speakers
 - Post dates on Forum/Website/Twitter

Governance

– March first session. Since then workshops were set up to discuss this further – hopefully to be agreed at Sept conference.

- Weekly meetings on Tuesdays at 10-11.30am BST. Had 4 meetings already.
- Looking over texts previously written – lost in fine data/semantics
- Zoomed out to see the bigger picture

- Forum – has links to all of the documents. Have communicated on Forum
- Initial deadline – by summer, before finalised for the conference
- Participation encouraged by everyone
- Last one planned by 12th July – allowing summer holidays to think, then more early meetings in September.
 - BW – Important to do small sections well, rather than aiming for the whole document to be complete
 - ASM – hoped for whole document to be drafted, allowing that this will have further iterations
 - Zooming out last week, helped to focus the meeting and good progress was made
- DS – term now includes the community (14.20pm). Overall Stack of software and R packages – confusion over 2 sections, needs clarifying. Doesn't take into account all infrastructure stack (Obiba etc). Another term needed – like e.g. Analysis Shield.
 - New strap line previously posted on the Forum. From Bioscience to Data Science. Needs the DAB to say yes.

https://datashield.discourse.group/t/datashield-community-constitution-meeting-up-dates/562?preview_theme_id=4

Other Sustainability Issues

- Legal review from Heidelberg – around where DS fits and legal aspects. Application to GDPR and international transfers – awaiting costings from Fruzsina.
- UKDS – disclosure review of DS. They currently process outputs manually – use their expertise to look at outputs via DS – to explore whether our outputs are non-personal.
- Budgets – BW has time limited budgets ending FEB 23. Also sorting EUCAN-Connect budget – amendment going through. Costings looking at.
- Moving forward with this.
- DATA+ - no updates to report.
- Articles/funding? Recent Horizon grants have been submitted. LifeCycle missed out on a grant by 0.5points recently. Not heard yet from others

AOB

- Area on the Forum for job postings/opportunities for people working on DS. Related to the project – try to retain skills of people whose contracts are ending. Sustainability. Academic posts, PhDs etc. Action: SW. Would you announce this? When you're registered on the Forum, you'll get an email (can set this up to get every day/can subscribe to one area).
- People who are hiring wouldn't know to advertise on here. As consortia comes to an end – good to share this
- Conversely, could people say they're available when their contract is ending. Yes – both seeking and offering jobs.
- At the last in person conference, a couple of people got jobs following this; we could have a lightning session on job opportunities. SP in last conference he attended, included this.
- Collating opportunities prior to the conference. Could collate in one Forum post. Job speed dating over lunch! Good community building activity for DAB to foster.

- SW – trying to encourage people on the releases linked to full stack, not just DS releases.
- Analyst-Developer-beginner – confusing where to post on Forum. Not a problem as easy to find information, and there's lots of overlap. Add tags to your posts – makes searches easier; can retrospectively add tags too – everyone can do this.
- 10 year DataSHIELD software anniversary in March 2023
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Actions

- SW to create Forum area for job opportunities and postings
- Keynote speakers to be invited -ASM
- Conference point of contact to be identified – ES to email JRG/Rodney Ortiz
- Conference dates to be announced on Website/Forum/Twitter -SW/ASM/ES

Next Meetings

Monday 5th Sept 2022 13:00-15:00 BST (14:00-16:00 CET) – DAB meeting
(Zoom link sent in calendar invite)