DDI Alliance Executive Board Meeting
14 November 2018

Present: Bill Block, Cathy Fitch, Jared Lyle, Steve McEachern, Barry Radler

Open Letter Response

Steve shared a draft response to the Open Letter. The core of the response attempts to reconcile Alliance priorities:

- that the priority for DDI-C and DDI-L is on marketing and training (i.e. using the standard)
- the priority for DDI 4 is on development.

The response also discusses reactivating the Scientific Committee.

Board members provided feedback on the draft response. It was mentioned that the current draft is too long and should be abbreviated. It was also suggested that the Alliance needs to do a formal assessment of dues-paying members before committing to continued development of DDI 4 (i.e., not just an assessment of the DDI 4 prototype); the response should make explicit that the Executive Board will consult the community before making final decisions.

The draft letter has been posted to a Google Doc and distributed to the Executive Board. Members are encouraged to make edits. Steve will distribute the response by Monday, 26 November.

Train-the-Trainer Workshop

The Board reviewed the Train-the-Trainer Workshop report and proposed plan, which was prepared by Achim Wackerow. In short, the workshop produced useful materials, although the materials need more work to achieve consistency. The workshop organizers are requesting a paid editor and a project manager to organize and edit the content.

The Board strongly supports the Train-the-Trainers activities but in the context of the current fiscal year budget, the Board does not see funding to support the request. The Board encourages solicitation of in-kind support from the community. It was also noted that the request did not include estimated costs.

In the context of distributed training materials, it was mentioned that the DDI web site needs attention. While the web site has improved significantly since a few years ago, some information is still difficult to find.

Revenue Generation and Resourcing

The Board reviewed the NIH Research Conference Grants (R13) proposal (https://grants.nih.gov/grants/guide/pa-files/PA-18-648.html), which was first discussed during the October 2018 meeting. Barry will meet with NIA representatives in two weeks and will discuss the R13 proposal.

The Board will revisit the topic of revenue generation and resourcing during the December call.