

WASABY SC MEETING 19.02.2018, INT MILAN
MEETING MINUTES WITH LINKS TO WORKING MATERIALS

On Monday 19.02.2018 the 1st Steering Committee Meeting of the WASABY project was organized, in the premises of the Cancer Institute of Milan, INT. Participants included the 7 WP Leaders, researchers involved in the WP work of the partner institutes and a few auditors and experts. The agenda of the day included a morning session - covering presentations on the Horizontal Work Packages by Camilla Amati of WP1 and Paolo Baili (P.I.), David Ritchie of WP2 and a discussion on the Scientific Work Packages (Roberto Lillini, WP4; Tina Zagar, WP6; Guy Launoy and Elodie Guillaume WP5) – and an afternoon session including presentations from WP7 as well as on the visual identity and communication means to be used in the project, e.g., website, leaflet, newsletters, presence in congresses and internal communications. For Meeting Materials, including agenda, participants, project goals, draft leaflet, GANNT, WP4 questionnaire to CRs and proposed data collection protocol, please see [here](#).

WP1 presentations covered the role of the Steering Committee, the aims of the day, the project's target groups, working structure, goals and deliverables, as well as the timeframe and administrative requirements. To see presentations, please click here: [1](#), [2](#).

MAIN MESSAGE: The shared vision of working country by country was agreed. Both the scientific and administrative issues reported in the Grant Agreement are to be endorsed by the single partners, but the WP1 team is available for questions at any time. The next Steering Committee Meeting will be organised at around M 24, the interim report will be at M 18, the final report will be at M 38. A consortium agreement will be sent to all legal offices for signature soon.

For WP2, ECL's background and scope were presented in connection with the WASABY objectives. To see the presentation on WP2, please click [here](#).

MAIN MESSAGE: WP2 will be able to help the partners disseminate year 1 and 2 activities. Specific collaboration on the online courses to be developed in the 3rd year will be organized later on into the project, e.g., in the occasion of the next SC Meeting.

WP4's presentation covered the data management objectives and actions, a state of the art on participating Cancer Registries and survey results, and a discussion on the proposed data collection protocol. To see WP4 presentation, please click [here](#).

WP6's presentation included the description of the Slovenian experience on geo-coding and spatial analysis, and a discussion on WP6 actions and strategies with the participants. To see WP6 presentation, please click [here](#).

WP5 colleagues illustrated the European Deprivation Index and the related activity conducted in Caen with 6 countries, and a working strategy for WP5 in the Wasaby project. To see WP5 presentation, please click [here](#).

The morning decisions taken are summarised [here](#).

In particular, the CR inclusion criteria were revised as follows:

- work will be initially started with those CRs able to analyse data by "smallest unit" (S.U.) (not by municipality);
- geo-coded residence addresses is intended as residence address at the date of diagnosis;
- as the number of participating CRs, the number of EU countries involved in the project, and the number of CRs performing spatial analyses for the first time correspond to set targets to be reported at project M7 and 10 (milestones 4.2 and 4.4), the possible involvement of further CRs/further countries shall be considered only after M10.

Please note a modified version of the Data Collection Protocol, according to suggestions and observations coming from discussion, is sent to the Steering Committee members with the present document, for final approval. The document will be circulated to the participating Cancer Registries in connection to possible Ethical Approval Applications and to start registry-specific discussion with WP4.

WP7 colleagues illustrated the background for the Environmental Study WP, the main methodological aspects of the search for scientific literature as well as national and international databases on water and soil pollutants. Scientific literature review should be also focused on publications including ecological studies evaluating relationship between water&soil pollutants and cancer risk (not strictly on breast cancer). The strategy for the pilot environmental study will be discussed in the next meetings. To see WP7 presentations, please click here [3](#), [4](#), [5](#) .

Other decisions taken during the afternoon, covering dissemination opportunities and publication policy, were agreed, as illustrated [here](#). These covered the project's website domain, the project logo choice, the presence of a WASABY poster or oral presentation at the GRELL meeting in Trento, Italy (for info, see [here](#)), and at the ENCR annual Meeting in Copenhagen, Denmark (for info, see [here](#)) a publication policy article to be included in the Consortium agreement.

The project [Leaflet](#) was illustrated, comments from all partners are welcome. A graphic designer will be contacted by ECL: a revised proposal will soon be circulated and linked in an updated version of this document.

A WP3 work plan was not addressed in the meeting, because WP3 activity will start at M3 and the first deliverable coincide with the preparation of the Interim Report in collaboration with WP1 (M 18). Nonetheless, a representative of WP3 was present at the meeting and provided useful elements for the discussion on the activities of the various WPs.

NEXT STEPS: from now every WP leader will start the relevant contacts with WASABY participants and external experts in order to structure their scientific activity and meetings as needed. These actions will be copied to WP1 and WP4, in order to reflect the interactive character of the Project.