

NorPEN TC August 21. at 13.00 CET, 2018

Present: Larus (chair), Kasper A, Sarah, Marte (note keeper), Sirpa, Helle, Miia

Absent: Leena, Kari, Kasper K, Lotte

1. **Welcome**

Larus welcomed all

2. **Notekeeper**

Marte was appointed to take notes

3. **Approval of notes from last meeting (all)**

The notes from the last meeting were approved

4. **Webpage updates (all)**

The information about the postgraduate course has been removed from the news page on the NorPEN webpage.

Information about the Oslo meeting in November is continuously being updated.

5. **Updates on Nordic postgraduate course (Helle)**

The organisation of the course is ahead of schedule.

6. **Updates on planning of Oslo meeting (Hedvig, Kari, Marte)**

Abstract deadline extended to 30. August

11 abstracts has been submitted

12 persons has registered.

An application for BCPT for funding has been submitted.

The National research school in population based epidemiology (Epinor) in Norway has agreed to pay the registration fee for their students who want to attend the NorPEN meeting.

Helle informed that there is some surplus from the meeting in Sweden that can be used for future meetings, if necessary. Sirpa informed that this is not possible from the Helsinki meeting. Helle informed that it has been the intention from earlier years that a surplus should/ could be used on future meetings. We will return to this possibility when we know more about the number of participants registering for the meeting and pre-conference course.

Sarah will talk to Hedvig about the organization of the PhD and post doc social gathering.

7. **Suggestion about adding conference abstracts/links to the webpage (Kasper A)**

In Denmark, they have tried to collect the Danish abstracts before this year's ICPE, but it has turned out to be difficult and not advisable for NorPEN to try to do. It was suggested that we could try to sum up some information on the web page about NorPEN member's activity at the ICPE after this year's meeting.

8. Application for NorPEN membership from Finland

The application was approved

9. Other (all)

Marte asked about the possibility of having an e-mail list for participants at NorPEN meetings that could be used to spread information about future meetings. This has been discussed previously, but it is not possible. We therefore have to rely on the NorPEN web page, the FB (Nordic Pharmacoepidemiological Network meeting 2018) and LinkedIn to spread information and everyone was encouraged to use these sources and spread information about them. Sirpa informed that in Finland information about the Oslo meeting has been spread to several different national societies.

10. Next Skype meeting (all)

The next Ex Com meeting is planned to September 18. at 13.00 CET by Skype. Sweden (Helle or Björn) will be chair and will send the invitation together with the agenda to all regular representatives (substitutes will be informed by the regular representatives). Island (Larus or Vedis) will be the note-keeper.