

## **Minutes of the first ToxML advisory board meeting on 22nd November 2011**

A teleconference was held from 15.00-15.40 approx. GMT on 22nd November 2011.

Present were:

Ash Ali  
Daniel Benz  
Bertrand Dagallier  
Philip Judson (Chairman)  
Igor Tetko

### **1 Appointment of Secretary**

Kevin Cross had proposed by email that Dave Bower be appointed secretary and Dave Bower had indicated his willingness to be appointed. Philip Judson seconded the proposal and the appointment was approved unanimously.

Action: Philip to inform Dave Bower.

### **2 Report on a Meeting Held at the US FDA on 18th November**

Dan Benz organised and chaired a meeting at the FDA on 18th November to discuss SEND and ToxML, and Philip Judson attended the meeting. Dan explained that the development and introduction of SEND, a subset of CDISC, is a long-standing project at FDA. SEND uses a flat format and the Department of Health and Human Services has fairly recently set up a project under Health Level 7 (HL7) to develop a hierarchical, XML version. There was interest at the meeting at the FDA in working together to mutual benefit. The board agreed that discussions should be arranged with the CDISC/SEND and HL7 groups with the aim of achieving maximum compatibility between ToxML and those formats.

Action: Philip/Dan/(Dave Bower)

### **3 OECD Harmonised Templates**

Bertrand said that revision/extension of the templates is under discussion to cover data in more detail. The board agreed that we should seek to collaborate with the OECD so that ToxML and the templates will be compatible.

Action: Philip/Bertrand.

### **4 IUCLID/REACH-IT**

Meeting participants were not sure who is currently overseeing the IUCLID/REACH data submission format. Bertrand suggested that it might be the European Bioinformatics Institute (EBI). We need to find out and initiate discussion.

Action: Philip/Bertrand.

## **5 Appointment of the Management Organisation**

Under the terms of the constitution, Lhasa Limited is initially acting as the Management Organisation but the board is required to make a formal appointment of the on-going Management Organisation within the first twelve months of operation of TSO. It was agreed that TSO should prepare a specification of requirements and advertise in appropriate places. There was uncertainty about where advertisements should be placed. Ideally it should be where contractors routinely check for opportunities, but the obvious web sites of this kind are those of government and inter-government bodies who may or may not be permitted to promote TSO. An alternative might be to send information directly to a list of organisations likely to be interested. The disadvantage is that it would be limited to the organisations we know about. [Note added during completion of these minutes: a message to everyone who has currently expressed interest in ToxML, asking them to pass the information on, would reach a large audience].

Action: Philip/Ash.

## **6 Public Launch, Branding and Promotion**

Philip reported that the website editor is in beta test and is on schedule for public release by the end of November. At this stage it will be made accessible and people who have shown an interest in the project will be informed. At present, only the editor and documentation are available. A simple web forum page will be added. It was noted that the site needs a main page, where the purpose of ToxML is described briefly (currently users are directed straight to the editor page).

Action: Ash in collaboration with the development team at Leadscope.

Ash and Philip have asked the marketing team at Lhasa Limited if they are willing to approach external designers on behalf of TSO to get suggestions for a ToxML logo. Progress on this will be subject to authorisation of funding by Lhasa. Philip asked meeting participants to forward to him or Dave Bower any ideas they or colleagues may have for a logo.

Action: All

There was some discussion about how to publicise ToxML and encourage contributions to the web site. Paid advertising in journals, for example, is not a practical option because TSO does not have sufficient funds.

Lhasa will present a poster about ToxML at the next SOT meeting.

Bertrand said he thought it might be possible for us to issue a document and make a short presentation about ToxML at an OECD meeting. He will make enquiries about this.

Action: Bertrand/Philip.

Philip asked everyone to look for opportunities to make presentations or display posters at scientific meetings. Dan suggested that everyone should keep a piece of paper on their desk and note down products and companies that could benefit from ToxML as they think of them, so that we can contact them directly.

Action: All.

We should approach appropriate other organisations to set up links between their web sites and ours. Philip said that Leadscope and Lhasa were obvious candidates, and he thought that Molecular Networks would be likely to agree. He asked board members to suggest further organisations that we should approach.

Action: All

## **7 A.O.B.**

By way of information, Bertrand reported that Bob Diderich will be taking up the post of Head of the Environmental Health and Safety Division at OECD at the end of January next year.

Nina Jeliaskova had asked if future meetings could be held using Skype as there is not a telephone number in Bulgaria through which to connect to the service operated by British Telecom. [Subsequent to the meeting, Igor reported that he had had difficulty connecting to the German telephone number for this meeting and he would also favour using Skype].

## **8 Date of Next Meeting and Communication Arrangements**

The next TC meeting will be held in January. Philip will arrange for board members to be polled to find the most convenient date and time, and also to find out whether Skype is a suitable communication method for them.

Action: Philip/(Dave Bower)

Philip Judson  
24th November 2011

Correction appended following a meeting on 26th April 2012

In item 4, "IUCLID/REACH-IT", it was stated that meeting participants were not sure who was overseeing the IUCLID/REACH data submission format and that Bertrand Dagallier had suggested that it might be the European Bioinformatics Institute. That suggestion had not been made by Bertrand Dagallier. During the current meeting, on 26th April, he explained that the IUCLID system <http://iuclid.eu/> is managed by the European Chemical Agency (ECHA) in Helsinki. He said also that the main contacts he knows of in ECHA in connection with discussions about templates for reporting chemical test summaries, IUCLID content and evolution etc., are François Le Goff ([Francois.LEGOFF@echa.europa.eu](mailto:Francois.LEGOFF@echa.europa.eu)) and Pierre Deceuninck ([Pierre.DECEUNINCK@echa.europa.eu](mailto:Pierre.DECEUNINCK@echa.europa.eu)).