

## 1st ANNUAL GENERAL MEETING

The 1<sup>st</sup> Annual General Meeting was held at 11.50 am on Saturday 15<sup>th</sup> September 2012 in the Auditorium of the Chancellor's building, Keele University, Keele. BAC president Dr, K Denton, was in the chair and 73 members were counted as present.

Members of Executive present included:

K Denton, A Wilson, S Mehew, K Ellis, P Cross, A Cropper, L Smart, J Davies, F Mutch, T Giles, M Buchan

### AGENDA

#### 1) Apologies for Absence

Non-received

#### 2) Minutes of the 50<sup>th</sup> AGM of the BSCC and 22<sup>nd</sup> AGM of the NAC (previously circulated)

The minutes were approved

#### 3) Matters Arising AW

The update in the BAC Constitution has been sent to all members and no objections or further amendments were received and achieved unanimous approval from the floor.

#### 4) Chairman's report previously circulated AW

I have now been the first chair of the BAC for just over one year. It has been an eventful year the pace of change increases and the uncertainty over the impact on our profession grows. In my first Chairman's report for SCAN I expressed my pride in becoming the first chair of our Association and my determination to ensure the BAC thrives in this challenging climate. I am still certain that the challenges we are facing will present opportunities that we must take full advantage off.

This is our first BAC scientific meeting and it is heartening to see delegates from all professional groups in our membership.

Despite forecasts of a decline in cervical cytology workload, the numbers have stayed steady and it is to the universal credit of all cytology labs in the UK that despite falling staffing levels due to uncertainty and restructuring the national turnaround targets have been achieved. This illustrates the

extraordinary dedication from all cytology staff to deliver a screening programme that is the envy of the rest of the world. This achievement in light of the challenges we are facing is something that we should all be extremely proud of.

It is fair to say that through the merger of the BSCC and the NAC we were merging two quite different organisations, not just in the profile of their memberships but in the cultures of the two bodies. This has not been without its difficulties but I firmly believe that we now have an integrated executive that works extremely well together and is representative of our membership. One problem that existed in both BSCC and NAC was the pressure of work on a relatively small group of executive/council members. We have worked hard to address this issue and now have a raft of hard working subcommittees, which carry out a huge amount of work outside the executive. Particular thanks are due to the chairs of these subcommittees, Louise Smart, Tom Giles, Paul Cross, Fraser Mutch, Mina Desai and Alison Cropper.

Your executive have decided to start a review of the BSCC code of practice in gynae' cytology and Louise Smart has kindly agreed to lead the group which will undertake this important review which will involve approximately one year's hard work. As before, we intend to publish this on our website. This leads me to another important development over the last year – the revamped website. This has been the fruit of the labour of many executive members but particular thanks are due to Paul Cross who has led the construction of the BAC website with a fresh approach and unbridled enthusiasm.

The new website in conjunction with emails to all members will form the main routes of communication as we engage with our membership. However, this cannot be a one-way system, I strongly encourage all members to engage with the website, particularly when we are seeking information in surveys such as the recent survey on practice in cytology laboratories. Before we can address the challenges we are facing, we need to understand and analyse the practice of cytology in the UK. We are reliant on your input to achieve this aim. The website will be further developed in the next year as an educational resource.

Other important work carried out by your executive in the last year include the first steps towards a non-gynae "AP" type exam and negotiations with the Cellular Pathology EQA scheme to create a non-gynae EQA scheme. We have also contributed to guidance by the British Thyroid Association and now have an official seat at the Modernising Scientific Careers table, which has now created an Academy of Healthcare Sciences. The one-day meeting held in London in March was very well received.

I could not deliver a report without thanking Sue Mehew and Kay Ellis as secretary and treasurer, their hard and patient support of a sometimes chaotic chairman is much appreciated.

In summary, I hope you will agree that the first year of the BAC has been extremely productive. We continue to strive to represent of the interests all members of our Association and I would like to congratulate you all once again for your hard work over the last year.

**5) Treasurer's Report** previously circulated **KE**

The BSCC account has become the BAC account, money from the NAC account has been transferred, the Cansearch account closed - as it was costing more money to run the account and £45,000 paid from the IAC in Edinburgh 2010 so we had a surplus of £98,000

Money has been spent on setting up the BAC website, we made a loss on last years conference and will probably make a small loss this year. Whilst the Spring Tutorial made a healthy profit – Thanks to Ash Chandra and his team The Bursary scheme has been launched and details will be made available on the website.

£100,000 has been transferred into a higher interest account and the Treasurer is pleased to announce the membership fees will remain the same for the next financial year.

**6) CEC Scheme Organiser's Report** **JD**

The scheme is progressing well and some members have already completed a round under the new scheme, congratulations to Ms. F. McQueen for being the first to do so.

If there is a delay in returning CEC books Jenny Davies explained this is because she often receives books in batches and it takes time to work through them.

**7) Membership Report** previously circulated **LS**

The following members of the BAC Executive were nominated to sit on the Membership Sub-Committee:

Dr. Louise Smart (Chair)  
Allan Wilson  
Dr. Mina Desai  
Sue Mehew  
Christian Burt

Currently, our membership numbers are

<b>Grade</b>	
Honorary	10
Member (Consultant)	226
Member (APBMS)	46
Member (BMS)	294
Member (Cytoscreener)	52
Medical pathology trainees	8
<b>TOTAL</b>	<b>628</b>

The membership committee is continuing to focus on attracting new members, particularly ensuring that junior medical staff and cytoscreeners are aware of the benefits of being a member of the BAC.

The sub-committee is working to produce a membership card which will include membership number for handy reference and we hope to be able to issue these with the next round of subscription requests in October.

The membership committee will ensure that all honorary members of the BSCC and NAC are automatically included in the list of honorary members of the BAC.

## 8) Publications and Media report

PC

*Members:* Dr Paul Cross (Chair), Dr Amanda Herbert (Editor, *Cytopathology*), Mrs Sharon Roberts-Gant (Editor *SCAN*) and Mr Andrew Evered (Website co-ordinator and Co-Editor, *SCAN*).

The group has met once, but has made use of email and telephone conferencing to keep contact and develop ideas.

The **website** went live in January 2012, and acts as a portal for BAC members. The laboratory list is updated as and when new details are provided by members. The news section allows major developments to be highlighted to members, and the other pages allow updates on meetings, BAC issues and educational topics. Future plans include a members' only area with access to more educational material and talks from BAC meetings.

**SCAN** has produced two editions since the BAC formed, and is using more material from BAC members, as well as from the Exec. More material from BAC members is always encouraged.

**Cytopathology** remains the peer reviewed scientific journal of the BAC, in partnership with other cytology societies. The journal has an impact factor of 1.588, one of the highest in the field of cytology. Articles are submitted from all over the world, and as such it helps promote cytology as a science and develop its use.

## 9) Meetings Committee Report

previously circulated

AC

The following members of the BAC Executive were nominated to sit on the Meetings Sub-Committee:

Alison Cropper (Chair)  
Dr Paul Cross

Kay Ellis  
Dr Fraser Mutch  
David Carter (Trade Liaison officer)

The main purpose of this sub-committee is to plan, organise and deliver a range of scientific and educational events which fulfil the training needs of all BAC members.

Since the BAC started in July 2011 there has been only one formal meeting of this sub-committee but numerous telephone conference calls have been held.

Meetings arranged have been:

#### BAC Spring Tutorial, 23<sup>rd</sup> March 2012

One day meeting at Guy's and St Thomas' Hospital, London.

80 delegates, 2 trade sponsors (maximum permitted in space)

Non-Gynae lectures on Thyroid FNA, Thyroid Cytopathology terminology and Immunocytochemistry - precautions with cytology samples.

Microscopy workshops on Thyroid, Serous effusions & Urine

Many thanks to Dr Ash Chandra for organising the day on behalf of the BAC.

#### BAC ASM & AGM, 13-15<sup>th</sup> September 2012

Keele University, Staffordshire

137 delegates, 8 trade sponsors.

Invited speakers and proffered papers on a range of both Gynae and Non-Gynae topics, together with presentations and debate on the future of Cytopathology and current challenges.

Meetings currently being planned are:

#### 2013

- June 6/7<sup>th</sup> – joint meeting with ACP in London, theme of 'screening in pathology', BAC to have dedicated Cytology symposium on 7th.
- Autumn tutorial / microscopy workshops, Gynae topics, venue and date to be confirmed.
- AGM will be held during one of the above meetings

#### 2014

- Spring tutorial
- Conference to be arranged in September, possible venues Manchester or Birmingham.

Alison Cropper, Chair, Meetings Sub-Committee

### **10) Research and Development Report** previously circulated

Following members of the executive committee were selected as members of the R&D committee.

Mina Desai (chair); Karin Denton; Jackie Jamieson and Andrew Evered (website)

The Terms of Reference of the subcommittee were approved as follow:

1. Monitor the scientific literature and keep Executive and members informed of relevant research.
2. Summarise new publications, guidelines and research priorities for insertion in SCAN.
3. Liaise with the Education and Publications & Website subcommittees to develop educational content on the BAC website on all issues relating to Cytopathology.
4. Identify key topics for research and advise the Executive appropriately.
5. Advise members on funding applications for research projects.

The following actions were agreed at the last meeting of the committee on 22<sup>nd</sup> June 2012.

- i. Dr. Desai will write an article on revised guidelines for cervical screening in America for the next issue of SCAN.
- ii. Dr. Denton will write on ABC 3 guidelines for the following issue.
- iii. Jackie and Dr. Denton will send information on new articles of interest for members to Dr. Desai for inclusion in SCAN.
- iv. Andrew will be asked to do regular literature search.
- v. Adequacy trial is completed. An update will be provided after the submission to HTA.  
All members were asked to keep an eye on the new topics for research in their areas of interest and email to Dr. Desai.
- vi. BAC website was up and running. Jackie will send key bullet points for molecular marker studies in gynae and non-gynae cytology to be incorporated in the educational area of the website. She will develop questions and answers for the related topics.
- vii. Dr. Denton will develop similar module for CINtec+ and ABC 3.

The members of the committee were very enthusiastic and were willing to work hard to keep the members updated on new developments in the era when cytology and molecular technologies are coming closer.

The committee would like the members of BAC to send any topics of interest that they would like an update on.

## **11) Education Sub-Committee Report** previously circulated **FM**

The education sub-committee has met together physically only once, in November 2011, but there has been considerable activity by phone and email since then. Terms of Reference have been agreed and the division of particular areas of responsibility among individual members is taking place. For example, Jenny Davies has kindly agreed to be the BAC liaison with the Academy of Health Sciences. This is an important role given the developments taking place in Modernising Scientific Careers. The BAC clearly

has a keen interest in this area and will seek as much as possible to influence how this develops in the best interests of the membership.

The BAC is keen to support the Regional Cytology Societies and in June, Dr Fraser Mutch attended the Southern Cytology Society Scientific Meeting to explain about the BAC while Allan Wilson undertook a similar mission with respect to The Scottish Association of Clinical Cytology. We would be happy to attend any Society meetings.

We have also arranged to introduce a Bursary Scheme to support individual members of the BAC (of greater than one year's standing) to assist with funding to undertake educational activities in the field of cytopathology that might prove otherwise impossible for them to do.

## **12) President's Comments**

**KD**

This has been a busy and productive year for the BAC. The new executive is working well and I would like to thank all members of the executive for their hard work on behalf of the association.

I feel that we are now well placed to represent both our members and the practice of cytology through the challenging circumstances which we know are ahead. This relates not only to cervical cytology but also to diagnostic cytology.

I have been honoured this year to introduce the BAC to the European Federation of Cytology Societies (EFCS) and very pleased with the warm welcome the association has been given in Europe, where there is considerable interest in our new association and its membership comprising all grades of staff who practice cytology

## **13) Any Other Business**

None raised

## **14) Date of Next Meeting TBA**