1. Welcome/Apologies
   Apologies: Dr G Zini, M Brereton, Dr. J Lesesve, M Rousseau

2. Attendance List is attached at the end of these meeting minutes.

3. Minutes of Chicago 2012 Meeting - Approved

4. Published Projects (2012)
   a. ICSH recommendations for the measurement of HB A2. IJLH. 2012, 34(1) 1-13
   b. ICSH recommendations for the measurement of HB F. IJLH. 2012, 34(1) 14-20
   c. ICSH recommendations for the identification, diagnostic value and quantification of schistocytes. IJLH, 2012, 34(2) 107-116

No Publications since Chicago

5. On-going Approved Projects
   a. Flow cytometric diagnosis and monitoring immunophenotypic and genetic features of MDS, AML
   Chair: Wolfgang Kern
   Summary: Expert panel formed
   Unrestricted Education Grants: Beckman, Miltenyi Biotech, Dako
   Panel met in Munich Focused on AML and MDS
   Decided on 7 chapters: Introduction, background, Sampling handling
   Discussed content of each chapter, some chapters draft is complete
   Next steps: Publish 7 chapters, 2-3 pages each in journal Leukemia
   Timeline: May 15: All chapters complete, will be integrated to complete document
   Circulate to experts on the panel
   Sept 2013: Finalize document
   Circulate to board members before Oct meeting
   b. Extended Differential Reference Method – B Davis
   Summary: Intended use for reference method for validation of new automated hematology instrumentation by manufacturers, validation of clinical studies, high precision and to establish controls for FDA acceptance.
   Populations: mature cells and some immature
   Looked at 3 different protocols, all worked, no clear cut answers
   Looked in more detail and published in Flowcaymtometry 2012
Next steps: Meeting to establish final panel of antibodies to cover all populations defined and be robust
   Phase 2 – conduct a multinational trial – 5 centres worldwide
   Compare to manual differential
   Estimated cost $150,000 US, time frame 6 months for testing
   Decide groups to send out request for funding for proposal

Comments: ICSH cannot fund this project
   Would CLSI accept and also manufacturers, discussion has not taken place
   Support in principle: Beckman, Abbott

Timelines: Meeting to discuss next steps, B Wood, B Davis, MC Bene & G Zini

c. Guideline for Validation of Automated Haematology Analysers – C Briggs / N Culp

Summary: Includes validation for new parameters
   Draft document submitted to project group
   Comments have been received and will be incorporated

   Cell image: Contacted 4 major manufacturers doing image based systems
   Asked for information on how validation was performed
   Established which parameters need to be validated
   Will be included as a section in the document

   Next steps: Will be distributed to the representatives of the commercial companies that have a paid membership; response expected in 2 – 3 weeks. Comments will be incorporated.

   Timeline: Submit to IJLH by Sept. 2013

d. Standardisation of Cell Morphology Grading – S McFadden/ G Zini

Goal of project: Eliminate unclear or ambiguous nomenclature
   Eliminate non-useful grading

Summary: Collected data from session in New Orleans
   Summarized data on morphology with 80% consensus
   Analyzed data comparing synonyms, CAP, Australia, New Zealand guidelines
   Also took in consideration the grading

Next steps: Analyze the data with a smaller group of 4 experts
   Dr. G Zini, S McFadden, L Palmer, Dr. C Briggs
   To be submitted to UK-NEQAS, JSLH, CAP, QMP-LS (Ontario), RCPA (Australia) for comments

   Timeline: Paper to be ready for circulation in Sept.

Discussion: Lymphocytes has many different names, will attempt to have one standard name
   Manufacturers to decide if to use terminology on analyzers
e. Validation of Cell Based Assays – B Davis.

Summary: Work between ICSH / ICCS on the validation, paper has been accepted for publication in a special issue in July 2013 in Clinical Cytometry. Will be available on the ICSH website. Another article has been submitted and will be included that will recommend the replicates that can be run in flow assay. Based on statistical analysis of replicate assays by 4 sites.

Next step: feedback and discussion on published articles.

f. MPV Standardisation – Y Nagai

Summary: Improved reference method by using specific sized beads
1. Uses minimum detection sensitivity and lower limit size of platelet
   Lower limit set between 0.5 and 1.0 Um
2. Investigation for standardization for platelet volume scale
   Comparison study between reference platelet values obtained by improved reference method and hematology analyzers by using three kinds of standard beads which diameters are 0.5, 1.0 and 1.6mm (2.0fL)
3. Proposal of International normalized platelet volume based on 2nd step

Discussion: Sam to prepare a review on the issues of MPV by September

Next steps: June 2103 SOP verification to be complete
            July 2013 Review SOP by JSLH
            Nov 21013 JSLH manufacturer survey

g. Standardisation of Bone Marrow Immunohistochemistry – E Torlakovic

Summary: To create guidelines for the fixation and decalcification of bone marrow

Manuscript with results of the experimental phase and literature review is in preparation; Will include background, preanalytical and analytical standards, indications for IHC positive / negative controls and calibrators, EQA
Will recommend one or two methods that are most successful in the preanalytical component
Support has been requested from manufacturers of immunohistochemistry

Discussion: Haematologists read trephines biopsies and IHC in some countries but not in others. Information on optimal processes for fixation and decalcification of the trephine biopsy for IHC is critical to all labs that process bone marrow.

Next step: Next meeting, focus on draft guidelines to be published in the IJLH

h. Guidelines for the Automated Counting of Body Fluids – G Bournier.

Summary: First draft has been reviewed by project members. Comments have been received and will be incorporated into document and re-circulated

Next step: Final draft to be submitted for fall meeting. Will be circulated to vendors and board members prior to meeting.
i. **Peripheral Blood Film Review and Reporting by Physicians** - M. Proytcheva

Discussion: Identify and standardize hematologist comments for peripheral blood film review
Survey on practices was distributed internationally and collected 63 responses
Found similar results, but variations on criteria when slides should be reviewed
Comments on survey that guidelines are needed for reporting

Next steps: How to present data for criteria and comments
Working party to develop guidelines
Guidelines to be circulated to respondents of survey and other experts.

Discussion: the qualifications of physicians, hematologists, laboratory scientists that are reporting clinical comments

Timeline: Guidelines developed for Oct, 2013
Final draft to be ready for May 2014

6. **Potential New Projects**

a. **Standardisation of Haematology Reporting** – M Brereton/ K Hyde.

Summary: Document has been circulated with the summary of the questionnaire
Highlights the common and differences

Discussion: Hemoglobin is one parameter with different units of measurement
Potential of danger to patient
Journals and their acceptable use of units

Next steps: Analyze the data and bring a proposal to next meeting
Possibility to create draft form of paper for Sept of collected data to date for comments

b. **Assessment of automated equipment for the measurement of HGB A2** – A. Stephens

Proposal: Needed an assessment of the equipment, shows variation between equipment
Only standard is WHO of 5.3% which is >20yrs old
Working group has been established

Discussion: Lab testing, to be done in labs of participate and potentially other labs
Issue since the hemoglobins are measured as a percentage, therefore cannot dilute
Suggestion to use cord blood as a dilute for linearity, but not good for precision
Suggest by Tracy George to send a sample through the EQA programs

Next step: Oct 2013 - Prepare draft, arrange lab testing
May 2014 – Final draft
7. **Further proposal of New Projects**
   Discussion of any further new projects deferred to October 2013 meeting
   New proposals need to be submitted by Sept 20 for fall meeting to Scientific and Meeting secretary;
   Proposals should be submitted on the new proposal form which is available from G Bournier

   a. **Development of a consensus standard reference method for immature platelets.**
      **Dr S Machin**

      Summary: Details of the issues presented at the ICSH session of ISLH, May 2013
      - a meeting of involved scientists will take place

      Next steps: Oct 2103 – preliminary data to be presented

   b. **Basic diagnostic procedures for Hemolytic Anaemia – Dr J Hin**

      Propose: Will re-submit by focusing on intrinsic or extrinsic or use of new parameters

      Next steps: Will reconsider and present at October 2013 meeting

8. **Website**

   Summary: Currently have a space on the ISLH website
   Advantageous to have our own website
   Website development has been started by commercial vendor by Dr. B Davis

   Presentation: Home page, About, Affiliations, List of working groups. Constitution, Meetings, Published standards

   Questions: Should there be a link to the websites of the affiliations
   Should there be information on joining for vendors and individuals
   Should there the published standards be PDF or link to Journals
   Note: Journals like to have the number of times a journal is searched
   Suggestion add a search function
   Suggest area for information on how to propose a new project.

   Decisions to be make:
   Need to decide on url for website; isch.org would have to be purchased.
   Should logo will be re-designed
   Who will be accountable to update the website?
   Question whether name should have “laboratory hematology”
   Suggestion to website: easy to use, searchable
   Should website multi-language, translations are expensive, need appropriate translators

   Please provide comments to B Davis

   Timeline: go live June 2013
9. Relationship with Other Professional Bodies

a. ISLH – Dr. M Proytcheva / Dr Han representative
   Supportive of projects
   Session at conference
   Discussion: Usually ICSH meeting held the day after ISLH conference, but this year there were challenges to set up meeting on day after due to no room availability in or near the Sheraton. Also, catering expensive at the Sheraton.

b. ISH – no communication received, will respond if approached.

c. CLSI – no representative at meeting. Will attend meetings if requested

d. JCTLM – Dr. Nebe is the representative, was not in attendance

e. JJHL – last submission was on the schistocytes
   Need a letter from the chairman or scientific letter with submissions

f. WHO Report – Will present a summary of the work of the ICSH in a meeting of June
   Including a list of the projects
   Invite WHO to October meeting to discuss

g. JSLH – Plan to distribute a survey on CBC, differentials and reticulocytes

h. ICCS – no representative in attendance

i. ESCCA – to be contacted if interested in attending meetings

j. CAP – Dr. Tracy George will be stepping down and Dr. Joan Etzell will be taking over.
   CAP supports any initiatives ICSH undertake
   Dr. Maria Proytcheva will represent ICSH on CAP- Voted and accepted, appointed for 3 years

k. RCPA QAP – 25% participants from outside Australia
   Support ICSH for standardization

l. IFCC and Laboratory Medicine – Sam attending meeting in June and will update at next meeting

m. CLSI – no representative at meeting

n. Wallace Coulter Foundation – welcome to M Neal and E Caro
   Documentary being done on Wallace Coulter for his 100th birthday
   Attending meeting for information on committee

Question on possible affiliations: AACC and ASH, broad spectrum and audience
   Smaller groups, such as Ireland

10. Date of next meeting - October 6th/7th/8th
    Location: Gerrards Cross (15 minutes from Heathrow)
    Beckman has agreed to help sponsor

Spring meeting
   Propose to consider another site close to The Hague to avoid high costs of meeting venue
   Suggest holding close due to travel costs and long trips for attendees
   S Machin to contact P Maier (local organiser)

Other business
   Thank you to Siemens for hosting the meeting