

Reported by (Name):	Wesley Culberson
Organization:	University of Wisconsin – Madison
Position Title:	Assistant Professor Research Director of the UWMRRC
Activity:	Council on Ionizing Radiation Measurements and Standards (CIRMS) Executive planning retreat
Meeting Dates:	Aug 14, 2017
Meeting Location:	Cambridge, MA
Payment \$:	(see below)
Reasons for Attending or not Attending	I am a technical expert on radiation dosimetry representing the interests and needs of the AAPM.
Issues from Previous Meetings or Year:	A number of radiation dosimetry standards were discussed at the previous annual meeting at NIST in Spring, 2017. The outstanding issues for planning are detailed in the attached meeting agenda.
General Description of Activities of the Organization and/or Meeting:	CIRMS is a mutli-disciplinary non-profit organization which seeks to elevate the needs of all aspects in the field of ionizing radiation, drawing on the experience and knowledge of industry, academia, and government professionals. Through this collaborative group, the needs of our field are distributed to government agencies and potential funding sources. The agenda of the meeting I just attended is attached to this report.
Issues for AAPM:	CIRMS will be working with congress in upcoming years to present the needs for standardized dosimetry particularly in areas of radiation biology that affects radiation therapy research. Also are the needs for more accurate radiation dosimetry in small fields, MRI environments, and particle therapies.
Budget Request (\$):	Total reimbursement request for the 2016 planning meeting = \$799.44



**Agenda for CIRMS ExCom Meeting in Cambridge, Boston
August 14, 2017
Courtyard by Marriott Boston-Cambridge
777 Memorial Drive, Cambridge, MA 02139**

Sunday, August 13

6:30PM Meeting at the Courtyard Boston Cambridge hotel lobby to leave for dinner (Optional, restaurant TBD)

Monday, August 14

9:00 am – 9:05 am Roll Call

9:05 am – 9:15 am Discuss CIRMS 2018 opening remarks – who & what

9:15 am – 9:35 am Brainstorm candidates for keynote address – topic & who

9:35 am – 10:00 am Propose topics for plenary sessions – focus areas, how many, & who

10:00 am – 10:20 am Discuss student oral presentations – abstract review, selection, & field representation

10:20 am – 10:30 am Coffee Break

10:30 am – 10:50 am Solicit presentations for breakout sessions – outreach, abstract reviewer, & acceptance

10:50 am – 11:10 am Allocate poster sessions – selection of the best poster and award prizes

11:10 am – 11:30 am Discuss issues regarding student travel grants – award criteria, number, & amount

11:30 am – 1:00 pm Lunch at Courtyard Boston, Bisuteki Tokyo Japanese Steakhouse and Sushi Bar

1:00 pm – 1:15 pm Discuss format of panel discussion – panelists, recaps, critical needs, & proposed actions

1:15 pm – 1:30 pm Designate capstone speaker – who & talking point

2:00 pm – 2:10 pm Break

2:10 pm – 2:30 pm Address the presentation of Needs Report – who & scope

2:30 pm – 2:50 pm Convey meeting logistics – meeting announcement, conference lunch, social dinner, hotel, transportation, abstract printing, group photo, goodie bag, presentation collection, sponsorships, vendor's displays, & webcast for graduate study, training, and job opportunities

2:50 pm– 3:00 pm Others

3:00 pm Adjourn