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**Implementation Advisory Group Call Minutes**  
**Monday, December 2, 2019**  
**4:00 p.m. Eastern**

**Participants:** Sarah Ohlhorst and John Courtney, American Society for Nutrition (ASN); Cathie Woteki; Regan Bailey; Rob Bertolo; Jamie Baum

**Welcome and Introductions**

The call opened with a welcome and introductions were made. Advisory Group members noted the various ASN committees they had been part of during the committee's assigned review of the *Best Practices in Nutrition Science to Earn and Keep the Public's Trust* recommendations, leading to their selection for this Advisory Group: Jamie Baum served as chair of ASN's Public Information Committee; Rob Bertolo was chair of ASN's Publications Management Committee; Regan Bailey is a member of the ASN Finance Committee, and Cathie Woteki served on the ASN-commissioned Blue Ribbon Panel that authored the best practices report.

**Background**

Sarah Ohlhorst provided background on the Trust in Nutrition Science initiative as a reminder. The report *Best Practices in Nutrition Science to Earn and Keep the Public's Trust* (best practices report) was published in *AJCN* in January 2019 and at that time, ASN opened a stakeholder feedback period to gain input on the recommendations from ASN members and others in the nutrition community. That stakeholder feedback was provided to the standing ASN committees tasked with reviewing the 6 recommendations resulting from the report and the stakeholder input to develop an implementation plan for the ASN Board regarding whether each recommendation should be implemented as is; with suggested changes; or not implemented. The ASN Board met in October 2019 to review the implementation plans and accepted the plan of action, leading to development of this Implementation Advisory Group.

**Role of Implementation Advisory Group**

This advisory group was convened to provide oversight and guidance to ASN as it implements the recommendations resulting from the best practices report.

The advisory group agreed to the proposed plan of action.

ASN and the Implementation Advisory Group will implement Recommendation #1b as written to develop a rigorous, transparent approach to co-sponsoring and managing all activities financially supported by "entities and/or individuals at interest". The next call of the Implementation Advisory Group will focus on implementation of this recommendation.

ASN and the Publications Management Committee and journal editors will implement Recommendation #2 with changes suggested by the PMC. The PMC and Journal editors will provide updates to the Implementation Advisory Group.

ASN will implement Recommendation #3 as written. The Public Information Committee and ASN staff will develop a Communications Strategic Plan that will be provided to the Implementation Advisory Group for input once a draft plan is available.

ASN will implement Recommendations #4 and 6 as written with the suggested addition of a Code of Conduct for ASN membership. ASN's Committee on Advocacy and Science Policy will continue work to develop: guidelines for nutrition scientists to manage and conduct nutrition research funded by entities at interest; a code of conduct; and a comprehensive conflict of interest (COI) disclosure statement. The Advisory Group discussed the importance of addressing financial, as well as other COI sources, such as conflict of commitment and intellectual bias. Draft materials will be provided to the Implementation Advisory Group for input when available.

ASN will implement Recommendation #5 as written to commission independent audits of its adherence to adopted policies and practices intended to heighten and maintain public trust in nutrition science.

ASN staff with the assigned committee/group will review existing guidelines from other organizations and professional societies or communities and universities for guidance in the establishment of new or revised ASN practices and policies. The Scientific Integrity Consortium's set of principles and best practices, which ASN is a member of and helped to develop, were mentioned as one such example. Advisory Group members were encouraged to share existing forms to be reviewed with Sarah Ohlhorst.

The work is expected to be completed by the end of calendar year 2020. The implementation process will be transparent with updates and calls for input shared with the ASN membership throughout. Call notes and other materials will be posted to ASN's trust webpage, and ASN will use other opportunities such as the Annual Business Meeting and Nutrition 2020 to share updates and gain input.

### **Entities at Interest**

The Advisory Group started to discuss use of the term entities at interest. This broad term was created by the Blue Ribbon Panel to encompass all potential individuals and groups that have a stake in the outcomes of the supported work, whether financial or otherwise. The Implementation Advisory Group noted the need to further define this term and to provide examples of who entities at interest includes if this term will continue to be used by ASN.

### **Next Steps**

The next Implementation Advisory Group call will be scheduled for late December/early January. Sarah Ohlhorst will share background documents with the group members prior to that call.