



Minutes of Meeting

Date	29 Jan 2021	Time	14:30 – 17:00
Organization	PDA Italy Chapter	Venue	Virtual
Meeting Subject	PDA IT Chapter Annual Meeting		
Meeting Agenda	14:30-14:40, Welcome and Introduction , <i>Angela Molaschi</i> , PDA IT Chapter President		
	14:40-15:10 Cyber security-Risk agility against Cyber Threats , <i>Danilo Maruccia</i> , Principal Consultant and Business Partner at PQE		
	15:10-15:40 Reithera: an Italian challenge to COVID 19 , Leonardo Sibilio, Production Manager, Reithera		
	15:40-15: 55 2020 Closing and 2021 Forecast , Gabriele Peron, PDA IT Chapter Treasurer		
	15.55-16:05 Marketing and Social 24 months on LinkedIn , Alessandro Pauletto, PDA IT Chapter SME		
	16:05- 16:15 Young Professional Activities , <i>Mirko Gabriele</i> , PDA IT Chapter Young Professionals Responsible, <i>Francesca Selmin</i> , Professor, University of Milan		
	16:15-16:25 Membership initiatives , <i>Mauro Giusti</i> , PDA IT Chapter SME		
	16:25-17:00 PDA IT chapter Steering Renewal, 2021 events and discussion , <i>ALL</i>		
Note taker	M. Simone, PDA Italy Chapter Secretary		
Key Points of Discussion and agreed actions			
No.	Topic	Highlights	

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1.	Welcome and Introduction Angela Molaschi, PDA IT Chapter President	<p>Angela Molaschi, the PDA IT Chapter President, gave the welcome and introduced the event. Additionally, she presented the 2020 with its key figures:</p> <ul style="list-style-type: none"> • 13 webinars organized and held from April 2020 to December 2020. Different topics covering Quality, Production, Data Integrity and Validation areas. The virtual mode led to have reduced costs. There was a great participation of regulators • Collaboration with other associations: first joint event (via web) with ISPE and ASCCA in November 2020 • Young professional project • Positive economical closure
2.	Cyber security- Risk agility against Cyber Threats	<p>Danilo Maruccia, Principal Consultant and Business Partner at PQE, gave an excellent presentation on an emerging trend topic. It was observed an active participation.</p>
3.	Reithera: an Italian challenge to COVID 19	<p>Leonardo Sibilio, Production Manager, Reithera gave an overview of what Reithera is doing in the field of biotechnological advancement against the COVID-19. The presentation highlighted an alternative way to promote the immunological response and represented the Italian challenge against the current pandemic.</p>
4.	2020 Closing and 2021 Forecast	<p>Gabriele Peron, PDA IT Chapter Treasurer, presented the summary of 2020 with a focus on budget vs forecast and the Marketing and Social outputs. He gave an overview of activities on LinkedIn. It was highlighted an increase of followers and the number of post/activity.</p>
5.	Marketing and Social 24 months on LinkedIn	<p>Alessandro Pauletto, PDA IT SME, presented the social activities of the chapter through LinkedIn. A big increase of the PDA IT followers was detected in 2020 and the events promotion through LinkedIn gave good results.</p>
6.	Young Professional Activities	<p>Mirko Gabriele, PDA IT Chapter Young Professionals Responsible, presented the project through the achieved milestones and the path to move forward in 2021.</p>

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7.	Membership initiatives	Mauro Giusti, PDA IT Chapter SME, confirmed that PDA Italy has a stagnant number of members, approx.200. It was also pointed out that the inventory was affected by some mistakes in Chapter assignment. The presentation showed also identified areas with low PDA membership. Specifically, it was highlighted that the number of members belonging to Pharma companies and Suppliers (equipment, components, services) are not as expected. Possible causes and contributing factors were presented. It was also concluded that there is a lack of engagement in PDA activities of majority of current members and a lack of support from members Top Mgt, probably due to missing perception of huge PDA association benefits.
8.	Closing session	The event concluded with a communication on the PDA IT chapter Steering Renewal based on a survey. 2021 confirmed and tentative events were presented. 2021 events were presented and a final discussion with Q&A was held.

Action items Tracker (P: planned; C: completed; O: ongoing)

No.	Status	Action Item	Owner	Target date	Notes
1)	O	Consolidate the listing of 2021 events	Extended Steering Committee		
2)	O	Support new memberships Improve promotional material regarding PDA benefits Assign steering team members to engage individually people from given areas Contact Companies Top Mngt with President/Steering team to ask for support Engage also small companies in chapter	Extended Steering Committee		

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		events and activities			
3)	O	Develop new ways of cooperation with sponsors considering stopof In person events like collaborate with Sponsors for webinars offering possibility to do technical presentations.	Extended Steering Committee		