

**NATIONAL INSTITUTES OF HEALTH
COMMITTEE MANAGEMENT HANDBOOK**

Chapter VI - Illustration 21

DEPARTMENT OF HEALTH AND HUMAN SERVICES
NATIONAL INSTITUTES OF HEALTH
NATIONAL INSTITUTE ON PODIATRY
MINUTES OF THE
Podiatry Review Committee
November 5-6, 2003

CLOSED MEETING

The meeting of the National Institute on Podiatry Clinical Trials Review Committee was convened on November 5, 2003, at 8:30 a.m., at the National Hotel, Washington, D.C. Linda Red, M.D. presided as Chair. The attached roster includes all members of the committee. Others in attendance are listed on the roster or on an attached visitor log.

This meeting was closed to the public in accordance with the determination that it was concerned with matters exempt from mandatory disclosure under sections 552b(c)(4) and 552b(c)(6), Title 5 U.S.C., and section 10(d) of the Federal Advisory Committee Act, as amended (5 U.S.C. Appendix 2). The Scientific Review Administrator explained policies and procedures regarding avoidance of conflict of interest situations; voting and priority ratings; and confidentiality of application materials, committee discussions, and recommendations.

Committee members absented themselves from the meeting during discussion of, and voting on, applications from their own institutions, or other applications in which there was a potential conflict of interest, real or apparent.

The Clinical Trials Review Committee reviewed the following:

- 15 Research Project applications requesting **[INSERT AMOUNT]** in support.
- 4 Small Research Grant applications requesting **[INSERT AMOUNT]** in support.

The meeting was adjourned at 12:30 pm on November 6, 2003.

I hereby certify that the foregoing minutes are accurate and complete.

Linda Red, Ph.D.
Chair
Podiatry Review Committee

John White, Ph.D.
Scientific Review Administrator
Podiatry Review Committee

Attachment: Committee Roster, Visitor Log