

UNCONFIRMED

EUROPEAN SOCIETY OF GENERAL PRACTICE/FAMILY MEDICINE

- WONCA REGION EUROPE

MEETING OF EXECUTIVE COMMITTEE,

6-8 OCTOBER 2000, SARAJEVO, BOSNIA-HERZEGOVINA

MINUTES

Present

President:	Professor Chris Van Weel
Vice President:	Dr Juan Mendive
Honorary Secretary:	Dr Philip Evans
Honorary Treasurer:	Dr Vaclav Benes
EGPRW:	Dr Igor Svab
EURACT:	Professor Jan Heyrman
EQuIP:	Professor Frede Olesen
Secretariat:	Ms Hanne Kjaergaard

1. Welcome by President

The President welcomed the members of the Executive to the meeting with particular thanks to Dr Igor Svab for making the arrangements for the meeting and for the special meeting with representatives of the profession and Government of Bosnia Herzegovina, and also thanks to Hanne Kjaergaard for her work in preparing for the meeting.

2. Approval of Agenda

The agenda was approved with additional items accepted on the following topics:

- EUROPREV
- Matters arising from the European Council meeting held in Vienna in July 2000
- The approach from the Belgium Government for a proposal for primary care development to be developed under their presidency of the European Union in the second half of 2001.

3. Minutes of the Last Meeting

The minutes of the first Executive meeting held in Vienna were considered.

Item 5 - Report of the President

(a) New WONCA Chief Executive Officer

It was agreed that minutes of the European Executive meetings should be sent to both Wes Fabb as WONCA CEO and to the CEO Designate, Dr Alfred Loh.

ACTION: SECRETARIAT

(b) Co-ordination of WONCA Conferences

Dates of future European conferences should be sent to Dr Alfred Loh.

ACTION: SECRETARIAT

With regard to the dates of future meetings, uncertainty was expressed regarding the details of the WONCA Region Europe database kept by the College in Malta. This would be clarified by the secretariat. It was agreed that as much clarity as possible regarding dates of conferences and meetings should be available to National Member Organisations, Regional Organisations and World WONCA. It would be appropriate for all such dates to be published on the WONCA World website, regional websites, and if possible, there should be links to the websites of National Organisations. Also the dates should continue to be published in WONCA News.

ACTION: THE SECRETARY WOULD LIAISE WITH PROF WES FABB AND DR ALFRED LOH WITH REGARD TO THIS

(g) WONCA Membership for Academic Departments of General Practice/Family Medicine

The proposal from the World WONCA Executive regarding this was noted. It was requested that a clear proposal should be prepared by the World Executive prior to the World Council meeting in Durban in May 2001 for consideration there.

ACTION: SECRETARY TO WRITE TO WES FABB

Item 12 - European Journal of General Practice

Members of the Executive were concerned that there was no update regarding the Journal at the meeting. A request would be sent to the editor for regular updates.

ACTION: THE PRESIDENT

The minutes of the second Executive meeting held in Vienna were then considered.

Item 10 - Core Content Conference, Barcelona 2001

It was agreed that the minutes should read as follows:

It was confirmed that US\$5000 would be available from World WONCA for representatives from its Working Party on Research to participate in this conference. It would be appropriate to invite 5 people from UEMO.

The minutes of the two Executive meetings held in Vienna were approved.

4. Matters Arising from Minutes of the Last Meeting

(a) The Action Sheet following the Executive meetings was considered.

(i) WHO meeting in Belarus

It was confirmed that the Treasurer would clarify the costs of the WHO meeting to be used from the Society's funds held in Estonia.

(ii) European Health Forum

Following the presentation at the Open meeting in Vienna, confirmation of the Society's membership of the European Health Forum would be sought by the President.

(iii) EURESCO

Appropriate general practise topics for consideration under this programme would be considered in 2001

ACTION: THE PRESIDENT AND DR SVAB

(iv) South East Asia Pacific Regional Conference – Names of Speakers

The President and Secretary would identify names to be recommended to the South East Asia Pacific Region.

(v) Geographic Area for WONCA Europe

The list of countries in the European Region provided by the Chair of the Membership Committee of World WONCA was considered. It was considered to be inaccurate in a number of ways and these inaccuracies should be clarified by the Secretary to World WONCA. The important points were as follows:

- Czechoslovakia no longer exists and both the Czech Republic and Slovakia were independent members of WONCA Europe.
- Poland and Andorra were also members of WONCA Europe.
- Cyprus, Russia and Turkey should not come under the Middle East and South Asia region but should come under the European region. They are currently both outside WONCA.
- Other countries in Europe and outside WONCA at present should be added to the list as follows:
 - Albania
 - Luxembourg
 - San Marino

With regard to the countries in Europe still outside the WONCA Region Europe membership, the Executive agreed that the countries of the Balkan region should be encouraged to consider membership by 2003. Estonia should be encouraged to consider membership at the European conference in Tampere in June 2001. The Secretary would enquire regarding possible membership of Cyprus. Dr Svab would enquire regarding membership of other countries form the former Yugoslavia. The President would contact the General Practice Organisation in Hungary.

ACTION: THE PRESIDENT, THE SECRETARY, DR SVAB

- (b) Comments from the Norwegian delegation on the minutes of the European Council meeting in Mallorca 1999.

Item 2 - Election of Network Representatives

The comments at the Council meeting in Vienna from the Norwegian delegation were noted, that there was concern regarding insufficient reporting back from the Network Organisation National representatives to National Colleges. The Executive proposes that a letter of enquiry should be sent to each National Organisation and to the Network Organisations requesting detailed information of the relationship between the National Organisations and the Network Organisations in each country regarding support for Network Organisation representatives and reporting back procedures. This information would be collated and considered at the next meeting of the Executive Committee and presented to the European Council Meeting in Durban in May 2001.

It was confirmed that the major funding of WONCA Europe came from the annual dues of the National Colleges and Academies. WONCA Europe used a significant amount of this money to support the work of the Network Organisations. Therefore it was appropriate that there should be a close rapport link between Network Organisations representatives from each country with their National Organisation.

ACTION: THE SECRETARY AND SECRETARIAT

- (c) General Practice as a Specialty Discipline.

This would be discussed further at the Executive meeting in February 2001.

5. Report of the President

The President confirmed that a successful meeting had been held with representatives of WHO Europe in Copenhagen. In particular, he had met with Dr Marc Danzon who had expressed his support for the future development of family medicine in Europe.

The President confirmed the success of the European Respiratory Society conference in August where there had been representation from and links with WONCA Europe in the primary care section of that organisation.

He considered that it was appropriate that further links with special groups in clinical matters should be developed and such groups should be encouraged to contribute to WONCA Europe annual conferences.

6. Report of the Vice President

The Vice President advised that he had attended the conference of the Mediterranean Medical Society in Malta. There had been a large group of GP's present at the conference. The next meeting of this Society would take place in Jerusalem in 2002. It was confirmed that the support and development of family medicine in the countries bordering the Mediterranean was a key consideration for the European Society and that close co-operation and support should be developed. A letter expressing support and collaboration, and interest in future joint activities would be sent to the organisation.

ACTION: THE PRESIDENT

7. Report of the Honorary Secretary

The Honorary Secretary confirmed that matters under this heading would be dealt with elsewhere on the agenda.

8. Report of the Honorary Treasurer

The Treasurer provided an initial draft budget for the triennium 2001-4 which was discussed and modified. A further draft budget would be considered at the next Executive meeting in February 2001. A general discussion on budgetary issues ensued, the following points were noted:

(a) It was agreed that if resources allowed, the budgetary aim of a full years expenditure should be kept in the reserves by the end of the year 2000.

(b) It was noted that Network organisations were not making full use of the funding available under special project monies and also had not drawn down their full allowance available for their activities from WONCA Europe.

(c) It was considered appropriate to ask each of the Network Organisations for a clear strategy for the 3-year period 2001-4 as to how they would make use of funding available from WONCA Europe.

(d) It was noted that WONCA Europe had received generous subsidy in its first 5½ years from the Research Department in Aarhus that was housing the Secretariat. In addition, smaller subsidies had been available through the shared costs for the President and Secretary from their own Colleges for certain equipment and secretarial costs. These were hidden costs that need to be accurately identified by the Society in order to determine the true cost of maintaining the organisation.

(e) It was agreed that a rethink should be carried out regarding the use of special project monies particularly if these were not being fully utilised. It might be that they could be used for expert conferences or specific task forces to further develop the work of the Society.

(f) It was confirmed that after 2001 the SIMG conference fund reverted to WONCA Europe. It was considered appropriate to consider at that time the further use of the fund to support annual conferences and also consideration should be given whether the fund should be augmented with additional monies.

(g) It was understood that the Cardiology Group had agreed to pay the expenses of Dr Carlos Brotons. The Secretary would check the previous minutes to confirm this.

(h) It was agreed that costs of locums in order to enable Executive members to attend Executive meetings would be considered as an item at the next meeting of the Executive in February 2001.

9. Report of the Network Organisations

(a) EGPRW

Dr Svab confirmed that there had been no meeting since the Vienna conference. The next meeting was due to take place in Zagreb, Croatia on 17 November 2000.

(b) EQuIP

There had been no further meetings since Vienna. The next meeting was in Athens in November. Prof Olesen commented on the possibility of EQuIP being considered as a specialist organisation and subject to quality assurance in relation to both the World Health Organisation in Europe and the European Union. If it was possible for this to be promoted, a joint letter would be sent by EQuIP and the ESGP/FM. Prof Olesen would make further enquiries.

(c) EURACT

The next meeting was due to take place on 18 October in Turkey. The meeting would concentrate on preparing the core content conference in Barcelona. EURACT was undertaking a joint project with EQuIP on continuing medical education linking quality assurance with continuing professional development.

In November a joint conference was being held with EUROPREV in Barcelona, on the subject of tobacco and alcohol addiction.

10. Report of the Secretariat

It was confirmed that the full minutes of all Executive Committee meetings and Council meetings of the Society were now present on the WONCA Europe Regional website.

Details of payments on special projects was provided.

A request was made for full details from the Network Organisations for their accounts and budgets to be provided by the end of 2000. It was confirmed that these had already been received from EGPRW.

11. Evaluation of the Vienna Conference

(a) It was confirmed that the levy received from the Host Organising Committee in Vienna to the Society was US\$35000.

(b) The report from Dr Erwin Rebhandl was welcomed and the comments therein noted.

(c) Proposal from NHG on content of future conferences. The letter from the Dutch college was discussed and it was confirmed that future conference organisers would be made aware of the Society's wish for increased coverage of clinical topics at future conferences. The further letter from the Dutch college regarding sponsorship and links with pharmaceutical companies at European conferences was noted. It was decided that the Society should develop clear guidelines for Host Organising Committees in relation to sponsorship from pharmaceutical and other companies. As a first step, the Society would write to the National Member Organisations and ask them for details of their national guidelines.

ACTION: THE SECRETARY

In relation to this topic, a general discussion took place. The following points were made:

- Sponsorship from drug companies and other commercial organisations should be considered
- There should be no influence on the content of the conference from companies sponsoring the meeting, both in terms of topics chosen and the selection of speakers.
- To make conferences more attractive to those attending it was appropriate to urge Host Organising Committees to consider the full range of educational, political, clinical and research material in relation to current and future developments in family medicine.
- With regard to technical equipment at conferences, it was agreed that decisions on the provision of technical equipment was the responsibility of Host Organising Committees.

ACTION: THE PRESIDENT WOULD WRITE TO ÖGAM TO THANK THEM FOR THEIR REPORT

12. Future Conferences

It was confirmed that the levy to WONCA Europe from future conferences should be reduced by 50% for WONCA direct members. This would be reflected by a reduction in the same amount in the registration fee to direct members. This should apply only to Early Bird registrations to European conferences.

(a) 2001 – Durban

It was confirmed that the call for nominations for the elected positions on the Executive and other committees of WONCA Europe would be sent to Member Organisations by 9 November 2000. It was confirmed that the Nomination Committee was the Vice President Dr Juan Mendive, Dr Ilse Hellemann and Dr Margus Lember. Although it was possible for nominations to be made as late as the Council meeting in Durban 2000, a request would be made that nominations should be received by the Secretariat no later than 15 January 2001. It was confirmed that each of the three Network Organisations would need to provide two nominations, these should be received as soon as possible, certainly prior to the circulation of papers for the Council meeting in Durban in May. This is by 31 March 2001.

The question of the expenses for members of the WONCA Europe Regional Executive to attend World conferences, particularly with regard to registration fees at the conferences was raised again. This matter would be clarified by the Secretary with the CEO of WONCA. It was considered appropriate that members of Regional Executive should have their registration fees waived at World conferences. If necessary, a motion should be put to the World Council meeting in Durban for consideration by all National College representatives.

(b) Motion to European Council in Durban

It was confirmed that the president would submit a motion to change the terms of the constitution, paragraph 11.2.1.4, the term of the President, in order to enable the President to be eligible to serve two terms. A similar motion would be put in relation to the terms for the Vice President to enable the Vice President to serve for two terms under bylaw 11.2.3. Other items to be considered at the Council meeting in Durban were strategic planning, the triennial budget 2001-4 and bids would be considered for the organisation of the European conference in 2006.

(c) 2001 – Tampere

It was confirmed that there would not be a formal Council meeting of the European Society in Tampere as the annual Council meeting would have already taken place in Durban. It was confirmed though, that it would be appropriate to hold an Open meeting to which all National representatives would be encouraged to attend with colleagues from National Organisations in order to discuss the long term strategic plan for WONCA

Region Europe. The date and time of this meeting would be agreed with the Host Organising Committee in Tampere.

It was confirmed that the newly elected Executive Committee of WONCA Europe would take over its duties following the end of the European Conference in Tampere. It was confirmed that presentation of the Hippokrates Medal would be made in Tampere and the Host Organising Committee there would be asked if it was possible for this to be done during the opening ceremony.

(d) London – 2002

It was noted that EQuIP would be celebrating its 10th Anniversary in 2002. It was confirmed that WONCA Europe would support a special activity at the London conference to acknowledge this anniversary. Two letters from EQuIP requesting support from the Royal College of General Practitioners for their meeting to be held prior to the London conference was considered. It was confirmed that it was not specifically the responsibility of the Host Organising Committee of a conference to provide additional funding or sponsorship for one of the Network Organisations, but a Network Organisation was free to approach a National College to ask whether support might be available through sponsorship or other means. The final decision on this matter was the responsibility of the National College.

The draft letter from the 2002 Host Organising Committee, Scientific Committee, Programme Committee, Chairs was considered. This was approved. The London Organisers would be asked to circulate the letter to the Network Organisations.

(e) Slovenia – 2003

It was confirmed that this conference would be a joint conference with World WONCA. The Secretariat and Secretary would prepare a contract between the Society and the Host organising Committee.

(f) Amsterdam, Holland – 2004

It was confirmed that arrangements were in hand. The Liaison person for this conference would be selected by the new Executive Committee following the Tampere conference.

(g) Greece – 2005

Brief further details have been received from Dr Bodosakis Merkouris. A detailed submission was still required, this would be requested.

ACTION: THE SECRETARY

13. WHO

The successful meeting held by the President in Copenhagen was noted. Close collaboration between the Society and WHO would be pursued.

14. Future Meetings

It was agreed that any applications to represent WONCA Europe should consist of the summary of the aims of the meeting, reasons why and how involvement of WONCA Europe would serve the WONCA World Mission Statement. A brief summary of the contribution made at the meeting with a report of the meeting, should be sent to the Secretariat within four weeks of the meeting.

It was agreed that it was appropriate for WONCA Europe to have close collaboration with the following organisations:

- The World Health Organisation in Europe
- The European Union Commission and Parliament
- The European Union of General Practitioners
- The three Network Organisations.

It was confirmed that in the development of the budget for the triennium 2001-4 appropriate financial resources should be in place to allow representation and collaboration with these organisations. Attendance at other meetings would be considered by the Executive on its merits given the criteria set out above and the resources available.

15. Conflict of Interest and Disclosure Statement

The disclosure form from the World WONCA Executive was noted. This would be modified for use by the European Executive by the Honorary Secretary.

16. European Primary Care Cardiovascular Society (EPCCS)

An approach from the EPCCS for collaborative status with the Society was considered. Further information would be sought.

ACTION: THE PRESIDENT

17. EU Research Strategy

This would be considered further at the next meeting of the Executive in February 2001. The current potential changes in the directive relating to general practice, education and training were considered. The Honorary Secretary would prepare a draft letter for the President to send to the European Commission and Parliament following the meeting of UEMO on 14 October 2000.

18. Special Projects Fund

The proposal from Dr A E Timmermans was approved.

ACTION: PROF HEYRMAN TO REPLY

19. Hippokrates Medal

Because of the uncertainty about continuing support from Hippokrates, it was considered appropriate first to write to Hippokrates Verlag for clarification of their support for this award. Further action would be considered at the next Executive meeting.

ACTION: THE PRESIDENT

Nominations for the 2001 award would be sought from National Colleges. It was confirmed that a complete list of previous winners would be made available on the Society's website.

ACTION: THE SECRETARIAT

20. EURIPA and EUROPREV

These two additional Network Organisations were seeking closer relationship with WONCA Europe, both in terms of collaboration over activities and contributions to annual conferences and also financial support. The principle of close co-operation with both organisations was agreed, but it was requested that a detailed paper be brought to the next Executive Committee meeting in February 2001 for consideration of further support and assistance.

21. WONCA Europe Secretariat

The Executive expressed its thanks to the continuing excellent work of the Secretariat in Aarhus, in particular thanks were expressed to Ms Hanne Kjaergaard and to Prof Olesen. It was agreed that the additional financial support required for the office in Aarhus would be provided in the current year. The Executive Committee accepted to pay 12½ hours per week in 2001 to the Administrative Secretary, equivalent to US\$13,500. The Executive Committee also decided to raise the contribution to office expenses of the Secretariat in Aarhus from US\$1,500 to US\$2,000. The future placement of the Secretariat beyond the end of 2001 would be considered following a further report from Prof Olesen at the next meeting.

22. Core Content Conference, Barcelona – October 2001

The minutes of the meeting held in London were received. It was confirmed that Dr Mendive would make contact with representatives of WHO in Barcelona. The President would prepare a letter to be sent to WHO requesting their support and involvement in the conference.

The Secretary would enquire regarding invitations to two key representatives from the European Commission and Parliament. It was agreed that the Vice President, Dr Juan Mendive should be an additional member of the Organising Committee on behalf of semFYC. It was also confirmed that the semFYC should have three delegates at the conference and EUROPREV would be invited to send one representative.

It was confirmed that the dates of the conference were Friday and Saturday, 12-13 October 2001.

The nature of any publication arising from the conference would be considered at a later meeting of the Organising Committee.

23. Any Other Business

The request from the Belgian Government for WONCA Europe to propose details of an initiative in primary healthcare for the Belgian Government to promote during its presidency of the EU in the second half of 2001 was considered. It was agreed that it would be appropriate to oppose the development of an educational programme for teamwork in primary healthcare. This would involve doctors, nurses and other professionals in primary care and would be able to include the consideration of quality markers and management strategies. It was agreed that the Secretary would draft a proposal and forward it to Prof Heyrman and the President for comment before sending it to the Belgian Government.

24. Next Executive Committee Meeting

The confirmed dates for the next meeting were 2-4 February 2001. It was intended to hold this meeting in Paris if the representative bodies in France felt this would be of value to them. failing that, a provisional booking would be made to hold the meeting at the RCGP in London.

ACTION: THE SECRETARY, PROF HEYRMAN AND DR MENDIVE

Dr Philip R Evans
Honorary Secretary ESGP/FM