



Minutes from Meeting of the Executive Committee of Wonca Europe 1 – 2 February 2003, Park Hotel, Belgrade, Yugoslavia

Present

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| Vice President | Professor Igor Svab |
| Honorary Secretary | Dr. Bjørn Gjelsvik |
| Honorary Treasurer | Dr. Vaclav Benes |
| EURACT | Dr. Justin Allen |
| EQuIP | Dr. Luis Pisco |
| Secretariat | Ms Helene Flottorp |

Apologies for absence

President Dr. Philip Evans
EGPRW-representative Professor Christos Lionis

1. Welcome by Vice President

In the absence of the President, the Vice President Igor Svab welcomed the Executive Committee to the meeting in Yugoslavia, and outlined the programme for Saturday evening:

Meeting with representatives of the Association of General Practitioners of Yugoslavia and from the Department of General Practice, University of Belgrade.

Dinner with the Health Minister of Yugoslavia.

The apologies of absence from Philip Evans and Christos Lionis were accepted.

2. Approval of agenda

The agenda was approved.

3. Approval of minutes from last meeting in Crete, 20 – 21 September 2002

The minutes were approved.

4. Matters arising

The Action sheet was checked and adjusted.

Database update.

Helene Flottorp reported that the Membership Database is converted to Access, and there are no longer problems.

New European Definition.

Helene Flottorp reported that more than 3000 copies of the New Definition are widely distributed.

The National Colleges and the Networks will be asked to provide reports on how they have implemented the Definition in their work, and whether it has been translated.

A summary of these reports should be presented at the Council meeting in Ljubljana.

Action: Secretariat/Honorary Secretary

“Doctor errors study”: The issue was regarded outdated. No action to be made.

5. Presidents' report

Report from President Philip Evans was tabled. The Executive Committee noted that the date of the Wonca Conference 2005 in Athens had been changed. New dates are September 3 – 7.

6.

Hon. Treasurer's report

The report was tabled. The following remarks were noted:

1. There will be a financial deficit in 2002. Confirmation of the financial arrangements with the University of Trondheim was still awaited. It was confirmed that it was expected that a financial agreement with the University of Trondheim would be in accordance with the terms of the original bid from the Norwegian College and the University. The Agreement would take into consideration the yearly adjustment the Administrative Secretary's salary.

Action: President

2. Some member organisations still have not paid their dues for 2002. A new reminder should be sent specifying that the voting rights during the Council meeting depends upon the settlements of the membership dues.

Action: Hon. Treasurer.

3. World Wonca to be asked to fulfil their promised support for 2002 of US\$ 5000,00 to Wonca Europe.

Action: President

4. The quarterly payment from World Wonca is still not functioning.

Action: A reminder should be sent from the President.

5. An updated and audited account regarding the number of participants on the London Conference 2002 is still missing and should be asked for.

Action: Hon. Treasurer.

6. No applications for Special Project Fund were received by deadline Dec. 15, 2002.

7. The conditions for Internet Bank were discussed.

Action: The further implementation of this is to be handled by the Honorary Treasurer.

7. Secretariat

The Agreement with University in Trondheim was discussed (see item 6 –1)

8. Reports from Network Organisations

EURACT: A report from meeting in Dublin was tabled as well as a report from an Executive Board telephone conference 16th January 2003 were tabled. Justin Allen reported that financial support for members from developing countries is on the agenda in EURACT.

EQUIP: A short verbal report was given by Luis Pisco.

EGPRW: A report from Christos Lionis was tabled.

9. Bylaws

E-mail exchange between Margus Lember of WW Bylaws Committee and Philip Evans was tabled for information. The Council will consider the proposal from the Constitutional Working Party in June 2003, and proposed changes in the bylaws can be submitted to the Bylaws Committee after that date.

10. Member organisations

- Letter from dr. Albert Leka, Albania. The Albanian Primary Healthcare Physicians Association is founded.

Action: Secretariat to send information about the Wonca application process

- Khazakstan Association of Family Physicians has applied for membership. Until a new Central

Asian Region is formed, Khazakstan will belong to the European Region.
The proposed discount in Membership dues as a developing country (33%) was approved.

- The situation with the two organisations in Italy was discussed. The Executive Committee felt that more background information was needed.

Action: President to inform all Executives by email.

Information material should be sent to all new member Organisations of Wonca Region Europe from our Secretariat.

11. Constitutional Working Party

The paper from Philip Evans was discussed. The Executive Committee agreed upon the conclusions stated in the paper.

Before further distribution, the following items should be considered:

- Details for the protocol for relations between national member organisations, network organisations and national representatives.

Action: Justin Allen, Philip Evans.

- Clarification of the relations between Wonca Europe and other general practice organisations in Europe.

Action: Bjørn Gjelsvik, Philip Evans.

- Summary of main points and recommendations for Council.

Action: The President will finalise the report from the Constitutional Working Party and send it to the members of the Constitutional Working Party for approval.

The Secretariat will send out the final version in due time before the Council meeting.

12. Future Conferences

A discussion paper was considered. The Executive Committee noted:

- ✓ **Academic value:** should be broad and take into account different developed systems as well as different stages of individual career of doctors.
- ✓ **Networking:** There must be infrastructure (rooms etc) available for network groups.
- ✓ **Links with WW:** No changes to the current situation were proposed.
- ✓ **Meetings of Network Organisations:** The Executive Committee should clarify what is expected by the Network Organisations. The Executive Committee expects the Network Organisations to contribute to Wonca Europe conferences.
- ✓ **Organisation of the meeting:**
 - i. Venue: No special preferences was voiced.
 - ii. Size: It is important that the Conferences makes a profit. The size of the Conference should be sufficient to enable this to occur.
 - iii. Costs: Should be as low as possible. No maximum conference fee was decided.
 - iv. Publicity: Free booth for future conferences and access to web sites was confirmed.
 - v. Sponsorship guidelines for Wonca Europe should be used.
- ✓ **Other aspects:**

Web links: *Action:* Secretariat will arrange for number of hits to be registered at our homepage.

A final discussion paper in relation to future conferences will be taken for consideration to the WONCA Europe Council Meeting to be held in Ljubljana June 2003. *Action:* President.

13. Sponsorship Guidelines

Proposal from Justin Allen was discussed and approved.

A clarification of point 7 was decided and the paragraph is to be reformulated.

The final proposal should be approved at the Council Meeting in June 2003.

Action: Justin Allen will send a revised version to the Secretariat.

14. Ten Targets Strategy

The proposed questionnaire from Christos Lionis was discussed. The question was raised whether the Ten Targets now reflects the needs for Wonca Europe as future goals and targets for the organisation. The Executive Committee felt that the Ten Targets should be connected to the use of the New Definition. For this purpose, information about the status of General Practice in various parts of Europe is needed. The information process will consist of 2 parts:

- The questionnaire as adjusted by Christos Lionis.

- Information about the status in different European countries/member organisations as it has been collected by the network organisations.

The result should be used as a note or proposal for the Council meeting in June.

Action: Justin Allen to draft a paper.

15. European Journal of General Practice

The Executive Committee expressed its concern about the lack of contact with the publisher.

Action: The President to keep the Executive Committee updated.

16. Wonca awards

New Wonca World Award was discussed and further information has been requested from the World Secretariat.

Action: The President.

New European Award - Proposal from Dutch College

The Executive Committee supports a new European Award to be assigned yearly.

The criteria for the award:

- ✓ European doctor
- ✓ Original and substantial contribution to development of family medicine in Europe.

The award **should not** be given to Executive Members for their work in the organisation.
To be further discussed.

17. EU Directive developments

A verbal orientation was given by Justin Allen.

18. Future conferences

March 2003 Kingston, Canada: Research invitational conference. Aim: Develop research agenda and priorities. Philip Evans, Luis Pisco and Igor Svab will participate.

If not reimbursed by other, Igor Svab's participation will be covered by Wonca Europe

2003 Ljubljana. Report from Organising Committee tabled. About 600 abstracts have been approved.

- ✓ Executive Meeting: 17/6 1700-2100.
- ✓ Council meeting: 18/6 whole day.
- ✓ Wonca Europe Open meeting: 19/6 1700.

2004 Amsterdam: Report tabled. Question from Anne Chabot re Young Doctor's program. What kind of contribution is expected?

Action: Secretariat.

2005 Athens. Report tabled

Action: Honorary Secretary/President to send letter to the organisers regarding no more change of

dates without approval from Executive Committee.

2006 Florence. Report tabled.

Levies for Athens and Florence is to be decided during the next Executive Committee meeting.

Wonca Europe Congress 2007

The request to the organisers of the World Conference in Singapore to consider changing their dates was made but a change was declined.

Action: The Secretariat will advise the Norwegian and French Colleges of no change in dates and ask them if they wish to proceed with their application.

19. Future meetings

Next Executive meeting: Ljubljana 17/6 17-2000.

Council meeting: 18/6 whole day.

Short executive meeting, Ljubljana: Saturday

Executive Committee meeting 19th-21st September 2003, Turkey.

Executive Committee Meeting Jan 31-Feb.1 2004. Venue: Portugal.

Orlando 2004: Meeting of existing and the new Executive board.

20. Any other business

- Letter from Kenes International Congress Organiser. There are no need for further engagement. Secretariat to reply.

- Report from Poul van Royen (Special Projects Fund) tabled.

Bjørn Gjelsvik
Honorary Secretary