

Minutes from Wonca Europe Executive Committee Meeting

Lisbon, Portugal, Jan 31, 2004

Present

President	Philip Evans
Vice President	Igor Svab
Honorary Secretary	Bjorn Gjelsvik
Honorary Treasurer	Vaclav Benes
Representative EURACT	Justin Allen
Representative EGPRN	Christos Lionis
Representative EQUIP	Luis Pisco
Secretariat	Helene Flottorp

1. Welcome by President

The President welcomed to the meeting.

2. Approval of agenda

Approved with comments that Networks Reports were missing. To be discussed under matters arising from minutes from the previous meeting in Ankara.

3. Minutes from meetings in Ankara, Sept 2003

The minutes from the last Executive Committee meeting in Ankara were approved and the action sheet was checked.

a) Matters arising

Letter to be sent to the Member Organisations and the Networks re nominations and proposals for the Council meeting in Amsterdam and Orlando.

Networks

There has been no progress in the collaboration between the networks since the meeting in Ljubljana in June 2003. The importance of the formalisation of the co operation between the networks was emphasised. The Executive Committee was asked to determine how formal collaborative relations could be established. The Networks asked for the Executive Committee's plans in relation to the development of Family Medicine.

Decision:

A statement paper regarding the collaboration between the networks should be made on the following points

- contributions to WE meetings
- key collaborative issues on the New Definition
- each of the networks should say what they want the other networks to do and to clarify in which matters they may have close collaborations

- The Kingston Report when published – items to follow up
- the EGPRN paper on family practice
- Member Organisations to be asked about what they want the networks to do

The networks should approve the paper before sending it out to the MO's.

A meeting will be held at the congress venue in Amsterdam on May 31st in the morning with two persons from each network + President + Hon Secr/Vice President present.

Action: Invitations to be sent to the Networks for the meeting. Statement paper with clear guidelines to be drafted by the President, Vice President, Hon Secretary and Hon Treasurer prior to the meeting.

4. President's Report

The President's report was approved

World Executive Meeting in Beijing – The original decisions re levies from World Council in Durban to be checked re point 4. The organisers of Wonca Europe conference in 2007 to be informed about the split of the levy with Wonca World.

Action: The decisions re levies made in Durban to be checked. Responsible Hon Secretary

The new MO's from Central Asia will be members of the Wonca Europe region until such time as a new region is formed in Central Asia.

Wonca International Classification Committee: the importance of the new Wonca Dictionary of General/Family Practice was emphasised by Professor Lionis.

Future organisation and Length of WW Council Meetings and Conferences

P Evans gave an orientation and suggested that the Executive Committee produce a paper for approval in council meeting in Amsterdam. If approved, it should then be taken to the World Council Meeting for consideration of the arrangements of World Executive and Council Meetings prior to World Conferences.

Action: President to draft paper to be sent to the Executive Committee for comments before Wonca Europe Council Meeting. The Wonca World Secretariat to be informed that a proposal will be forwarded from Wonca Europe to be considered at the World Council Meeting in Orlando.

Alfred Loh to be asked for advice re membership of university departments.

Responsibility :Secretariat

5. **Honorary Treasurers Report**

The report was approved.

Because of the constraints on Wonca Europe's current finances, it was decided that it was no longer appropriate to fund attendance by a Wonca Europe representative to the European Cardiovascular Group.

Action: President to send letter to Carlos Brotons.

The accounts for the New Definition meeting in Noordwijk are still not settled as no copies of receipts are received yet.

Action: President to contact Bas Baanders.

6. **Special Projects Fund – applications for Spring 2004**

The Honorary Treasurer gave an orientation about all applications received. Decisions were made as such:

- European database on GP specialist training. Supported.

The representative from EURACT J Allen did not take part in the discussion.

- Practitioners go Europe project. Not supported.

– International course on research in Primary Health Care. Not supported.

– The treatment of menopausal symptoms with homeopathic medicine. Not supported.

– Gender and leadership in general practice. Not supported.

The rest of the budgeted funds, US\$ 1500, to be retained for the next round of applications.

Action: Honorary Treasurer responsible for follow-up.

Lionis suggested that Guidelines for application for Special Project Fund should be revised.

Lionis will do this and send a proposal to Justin Allen and Vaclav Benes for comments. New guidelines to the next executive meeting in Amsterdam.

7. **Secretariat** – renewed Contract between Wonca Europe and Faculty of Medicine, NTNU, Norway

The President advised that the contract was signed by both parties last autumn for the years 2002 and 2003. The university in Trondheim has agreed to host the secretariat for US\$ 40.000 for 2004. A signed agreement to this effect has been exchanged between Wonca Europe and the university.

Decision: A decision regarding a further contract in relation to 2005 should be considered by the President of Wonca Europe and the university in Trondheim and considered by the Executive Committee before the conference in Amsterdam in June 2004. Any consideration for contracts in succeeding years, 2006 onwards, will be the responsibility of the new Wonca

Executive that will take office following the World Meeting in Orlando.

8. Future of SIMG Fund

It was discussed and recommended that the SIMG Fund would be transferred to the Reserve Fund of Wonca Europe and maintained as a Conference Loan Fund. This proposal to be taken for approval to the Wonca Europe Council meeting in Amsterdam.

Action: President

9. New Target Strategy of Wonca Europe

Christos Lionis presented his new proposal and the proposal was discussed. The following remarks were done:

1. The Key Informant Method should be applied
2. The member organisations should be invited to nominate 2 persons to answer
3. Time table 2004:
 - End of March: Questionnaire is revised
 - Mid May: Data collection finished
 - October: Presentation in Orlando

Core competencies

Letter to be sent to Member Organisations inquiring efforts to implement the European Definition of General Practice/Family Medicine/Core competencies in the curriculum.

Action: Dr. Allen

10. Future conferences of Wonca Europe Working Party

The report was presented by the chair of the working party Bjørn Gjelsvik.

The Report was discussed and alternatives were formulated for certain questions.

Decision: The Executive Committee asks the Working Party to discuss the proposals set forth by the Executive Committee, and to put forward a new set of proposals and alternatives to be sent to the Member Organisations by mid March

11. European Journal of General Practice

President gave an orientation on the current status after the indexation of the Journal.

Various options were discussed by the Executive Committee.

It was pointed out that the journal must have a publisher that understands the importance of indexation and that the publisher is serious in promoting the journal. It was also emphasised that the peer review process and good linguistic editing for non-English authors is very

important. There was an agreement that the journal should reflect the activity of Wonca Europe and its network organisations.

Decision: The President to discuss with Mediselect and the Editor the option of selling the Journal to a new publisher at a meeting to be held in February.

12. Relationship Wonca Europe – EURIPA

The President gave a report regarding the discussions with EURIPA chairman John Wynn-Jones.

The Constitutional Working Party concluded that associations like EURIPA might apply for funding for a 3 years period after proper application and approval of council. The EC agreed to have a close relationship with EURIPA. President to ask for EURIPAs proposal of how this could be done, the limited resources taken into consideration. Suggestion from Lionis to inform EURIPA that we might support them with funds if they initiate for example a research project and make some systematic review in order to set priorities for the development of rural practice in Europe.

A proposal will be taken for final decision to the European Council in Amsterdam.

13. Proposal from the Dutch College to host an EU/Wonca Europe conference on general practice/family medicine whilst the Netherlands holds the Presidency of EU.

The President gave a verbal report.

A meeting will be arranged in April 15 + 16 initiated by Richard Grol and Chris van Weel.

Action: President to contact Chris van Weel.

14. Members

Several new national colleges have applied for membership. The chair of Wonca Europe membership committee Vaclav Benes is waiting for the update from Wonca 'World membership committee Warren Heffron.

15. Letter from Manning Selvage and Lee Healthcare Team, Pfizer

PR company working on behalf of Pfizer has had a meeting with the President.

Action: Secretariat to send information about Wonca (leaflet, Definition, Wonca News etc).

16. Future conferences

2004	June 1 – 4	Amsterdam, The Netherlands (Liaison: Lionis)
		Report approved.
2005	September 3 – 7	Kos, Greece (Liaison: Evans)
		Report approved.

2006 August 27 – 31 Florence, Italy (Liaison: Gjelsvik)
Report approved.

2007 Oct 19 - 23 Paris, France
Report approved.
Liaison person to be appointed by the Ex Comm after Orlando

2008 Request for bids to go out after Amsterdam

17. Any other business

Elections in Orlando

President and Hon Treasurer are standing down.

President to send new letter to MO's and Networks regarding nominations for the elections to be held in Orlando in October, specially mentioning gender and geographic distribution etc.

18. Next meetings

Amsterdam

Monday	31.05.2004	09.30 – 12.00	Network/Wonca Europe meeting
Tuesday	01.06.2004	09.30 – 12.00	Executive Meeting
		12.15 – 13.30	Lunch with council members
		13.45 – 16.45	Council Meeting
		18.30	Opening ceremony RAI Congress Centre
Wednesday	02.06.2004	16.00 - 16.45	Secretariats' Meeting
		17.00 – 18.00	EJGP Meeting
		20.00	Concert
Thursday	03.06.2004	17.15 – 18.15	Open Meeting Theme: Report on current activities from Network org Future and relationships between networks and member organisation
		19.00	Dinner Dance Party at Hotel Okura
Friday	04.06.2004	12.10 – 13.30	Executive Lunch Meeting
		16.20	Farewell reception RAI Congress Centre

Bjørn Gjelsvik
Honorary Secretary