



7 February 2006

Minutes from Wonca Europe Executive Committee Meeting Varna, February 3 - 5, 2006

Present

President	Igor Švab
Vice President	Bjørn Gjelsvik
Honorary Secretary	Maarten Klomp
Representative EURACT	Egle Žebiene
Representative EGPRN	Christos Lionis
Secretariat	Barbara Toplek

Apology for Absence:

Representative EQuIP	Luis Pisco
Honorary Treasurer	Tony Mathie

Friday, February 3rd, 16.30 – 19.

1. Welcome by the President

Igor Švab welcomed the Executive Committee. Apologies for absence were received from Luis Pisco and Tony Mathie.

2. Approval of the Agenda

The agenda was approved, with a change of order: the meeting started with summary of Kos meeting, discussion on the Florence conference, CVD, sponsoring, special projects funding.

Item 12 was renumbered as item 9, and items 13, 14, 23, 17, 15, 9, 10, 18, 19, 20, 21, 22, 24, 25 were renumbered as 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23.

Igor Švab explained that some of the agenda papers arrived very late.

Egle Žebiene proposed to limit the papers for the meeting with using the same form like Wonca World. Short summary could be prepared for some agenda points.

Decision: All agenda papers must reach the secretariat at least two weeks before the meeting.

3. Minutes from the EB meeting in Kos

a. Matters arising

The minutes of the EB meeting in Kos were approved.

For the evaluation of the Kos Conference we should wait for Christos Lionis to discuss it on Saturday.

Registration of Wonca Europe as a legal body:

Igor Švab explained the reasons why we need to register Wonca Europe as a legal body (we can not own the journal; we can not sign any contracts). There are two ways: Wonca Europe can be an independent legal body or a part of Wonca World.

Alfred Loh explained in the correspondence with Maarten Klomp that Wonca World, as a legal entity, can register Wonca Europe as a company.

The strategy would be to register Wonca Europe as an independent legal body and to negotiate our relationship with Wonca World. Practically, Wonca Europe can register anywhere in Europe.

Decision: Maarten Klomp will check with the lawyer if independence of Wonca Europe is limited under Wonca World and to explore which country would be suitable for registration. This will prepare us to negotiate with Wonca World. We will discuss about this opportunities in the next EB meeting. What ever we decide must be accepted by Wonca Europe council and Wonca World.

A proposal for the position of EURIPA, EUROPREV in Wonca Europe for Florence Conference

Igor Švab presented the matter. Their problem is probably not to have a representative in the Executive Board. They are also looking for a long term financial support from Wonca Europe (not to be in the position to bid for special project funds every year).

Bjorn Gjelsvik stressed they want to have the same status like the three networks. We don't know if there is any written regulation how we collaborate with these two organisations. After this meeting it appeared that there is a document written in 2002 which describes the relation between Wonca Europe, the networks, and the other special interest groups. It is not clear whether this document is accepted by the council.

The question "What do we get in return?" was raised. The suggestion was to ask them to contribute to our projects and conferences. They will receive our financial support for their contribution to the European level. They should plan their meetings according to ours. They can't have their conference two months before ours.

Decision: Tony Mathie should review our financial ability for financing EURIPA. We should develop a good proposal for both organisations, and define our requests for their contribution. Bjorn Gjelsvik will prepare a proposal for the next meeting. Igor Švab will inform EURIPA that we will come with the new proposal in Florence.

Hosting a regional conference at the year of the world conference:

The matter was raised by Chris van Weel in the Kos council. According to bylaws there needs to be a minimum of four months between the Wonca Europe and Wonca World Conference. Now we have a problem with the Paris Conference.

Decision: We should stick to the Wonca World bylaws in the future. This should be put in the bid and contract (the date of the conference should be at least 4 months, preferable 6 months before or after the Wonca World conference).

4. President's report

Igor Švab presented his report. There was no meeting with Wonca World (he is not a member of the Wonca World core group). We are still negotiating with Wonca World for our share of Satellite conferences.

There is no news regarding McDonald's global sponsorship ("the hand washing program").

The Israel situation and Kosovo applying for the membership were presented.

5. Honorary Treasurer's Report

Tony Mathie sent his report. Unfortunately he could not come to Varna because of the flight delay.

The membership issue was discussed. Member-organisations that have not paid their membership are not allowed to vote in the council. Member-organisations that have not paid for three years can be suspended by WW according to the bylaws.

Decision: We ask Wonca World to remind them to pay their membership fee. Tony Mathie will send an email to Wonca World Secretariat.

6. Reports from the Network Organisations

Egle Žebiene presented the EURACT activities after the Kos meeting. During the Vienna meeting, future activities were discussed: they will continue with the training-the-trainer's courses. The implementation of the educational agenda is proceeding in various countries. EURACT is thinking of organising workshops on implementation for these countries.

On behalf of Wonca Europe Egle Žebiene continued to negotiate about the Project Globe. She presented the report from the meeting in Amsterdam. They are very keen to involve Wonca Europe and EURACT as partners in this project.

Wonca World started to negotiate with the project globe leaders. The decision was that EURACT can only join project globe on behalf of the Wonca World organisation. The last information was that Wonca World will discuss this matter in the next EB core meeting.

EURACT is preparing certain numbers of workshops for Wonca Florence. There is no news regarding the three-network-meeting from the Florence organisers. VdGM still wants EURACT to continue negotiating with VdGM pre-conference events. The Florence organisers are very generous and supportive to young doctors.

Next EURACT meeting will be in Turku, Finland, beginning of the may.

Maarten Klomp expressed his concerns about the quality level of the Florence conference. Our intention is to raise the level of the conference by implementing the new strategy on future conferences and the use of the guidebook. For that reason the HOC should also cooperate with the networks. The previous concept of the conference should be considered when new ideas are accepted.

EQUIP report has not been given. Luis Pisco sent his apologies.

EGPRN report will be presented on Saturday by Christos Lionis.

7. European Journal of General Practice

Maarten Klomp presented his report after the London meeting. In Kos the Wonca Europe council approved the proposal of the EB to install two working groups to solve the problems regarding EJGP. The Dutch College signed a contract with Mediselect taking over title, copy right, subscription list and belongings of EJGP. In connection with this the Dutch College and Wonca Europe signed an agreement in which the responsibilities of

the two organisations regarding this matter are being clarified. The June issue and a combined Sept-Dec issue are edited, printed and sent under the management of Wonca. The subscribers and submitters of articles are informed about the current situation. Wonca had to make some extra costs for editing, printing, and extra assistance for Colin Bradley. There were also problems regarding the EJGP website. It appeared that the files of this website were moved to BSL, a Dutch publisher, when they bought another journal from Mediselect. Both websites were put on the same server. It appeared to be very complicated to move the files of the EJGP website to the Wonca secretariat in Ljubljana, so it was decided to postpone this until a new publisher is found. In the meantime the webmaster of the Dutch College handles the website in collaboration with BSL and Colin Bradley. Total costs were 38.173 EUR.

Colin Bradley, together with the editors and some others, prepared a tender document and sent it to interested publishers. Four bids were received. On 30 January these four publishers, Taylor and Francis, Radcliff, Springer and Aktis presented their bids to the selection group (Colin Bradley, Igor Svab, Tony Mathie, Maarten Klomp) at a meeting in London. Taylor and Francis was unanimous selected as the best new partner for Wonca in publishing EJGP, Springer was the second choice. Taylor and Francis met all the criteria in the tender document. It is one of the leading academic publishers in the world, with a global presence and with offices in US, UK, Asia, Australia and Europe. They have a lot of experience in collaboration with societies and associations. Taylor and Francis will leave the ownership of title and copyright to Wonca Europe. They will pay proper fees to the editors, and respect their independency. The editors will be supported by an on-line submission system, and there will be a short time to publication.

The publisher presented a lot of new and concrete plans on marketing, and more or less promised a fast growth of the number of subscriptions (double number within 1-2 years). There will be an electronic version of the EJGP and there are possibilities for translation and a marketing strategy per country.

Their business plan implies that Wonca does not take any financial risk for the Journal, all costs are covered by the publisher and Wonca receives a royalty of 25% on all revenues exceeding 80.000 EUR.

The others: Springer has the same large scale and experience, also offered good proposals for marketing, but in their business proposal there was a financial risk for Wonca, and the need to handle the personal (member) subscriptions ourselves.

Radcliff is a much smaller publisher, with 7 magazines in its portfolio, among which 5 primary care journals, not offering electronic manuscript handling, marketing experience only in North-West Europe, leaving the financial risk with us, or in a second scenario prepared to take this over, but only together with the ownership of the title.

Aktis is a Polish publisher, very enthusiastic, offering low prices, plans to open up the Eastern-European market, but without international experience yet, not offering an electronic version or electronic manuscript handling, probably over-estimating the European sponsor market.

Wonca Europe will stay the owner of the title and copyright of EJGP. Therefore Wonca Europe needs to be a legal body. This can be done by using the legal entity of Wonca World or by getting a legal status ourselves within one of the European countries. Taylor and Francis is prepared to start their work in a formal relation with the Dutch College while Wonca Europe applies for this legal status. The Dutch College will be asked whether they are willing to do so.

As Wonca Europe we should think about our role in raising the number of subscriptions. We could bring this matter to council to take the responsibility for the journal.

Igor Švab stressed that a brilliant job was done by Maarten Klomp and the others and we should mention this in council.

Decision: Tony will negotiate a contract with Francis and Taylor as the new publisher for EJGP. Maarten will ask the Dutch College to be the formal partner in the coming months. The EB should look at the contract and Tony should look at the money part. Maarten will ask the Dutch College and the lawyer to give their remarks too. All comments should be return to Maarten within a week.

8. Wonca Europe website

Barbara Toplek presented her report. The website is doing well; the number of visitors is increasing. The average number of visitors per month is 2000. The most visited page during the last period was the French version of the European Definition.

Maarten Klomp proposed to put the websites of Wonca Europe and the three networks under the same design. At least all three networks could have a similar banner of the brand.

Decision: We should ask the webmasters for some suggestions how to do that, and if possible have a meeting on this in Florence.

9. Paediatric curriculum for general practitioners

Egle Žebiene explained the situation. Igor Švab stated this is a UEMO matter. The curriculum is awful, not a single GP was involved in it, and the approach of the specialists isn't appropriate.

Decision: UEMO has to been informed about that. It is a political business and Wonca Europe should not get involved in this.

10. Wonca Europe rules on giving name and logo to the conferences and invents

Igor Švab proposed that Wonca Europe adopts the EURACT rules on giving the name and logo to the conferences and other events. We will consider this only if we as organization are involved in planning of the event and have a possibility to influence its content to be able to ensure appropriate quality. This has to be approved by executive committee. It is for international conferences and events, oriented to primary care and it should not be in conflict with our discipline.

Decision: We will prepare a proposal for the council in our next meeting in Oslo, first weekend in June.

Saturday, February 4th, 9.00 – 17.00

11. Joint European Societies CVD Prevention Committee

Ian Graham, chairman of the 4th Joint Task Force on the Prevention of Cardiovascular Diseases, will join us at 10.00.

Bjorn Gjelsvik explained the situation with CVD and their guidelines and why we have decided to withdraw. Our starting point for the meeting should be that we have to develop a proposal that would be acceptable for the council. We must have very clear reasons why we do or don't participate in this. We need a liaison person who will form his own group to work with the CVD on developing such guidelines that would be acceptable for us.

In addition to item 1

Situation in Bulgaria

Igor Švab explained the situation. Bulgarian colleagues refused to join us for the meeting. After several attempts, their final answer was that after a debate, they decided that an official meeting between representatives of Wonca Executive Board and delegates of the association would be possible only after an official invitation from Wonca to the National Association of General Practitioners in Bulgaria and the Bulgarian Society of General Medicine. A meeting will be possible only after some months, in a more suitable time.

Christos Lionis presented his correspondence with Prof. Valentina Madjova, the vice president and general secretary of Bulgarian Association of GPs. He came to the conclusion that Bulgarian colleagues probably have some domestic problems.

Igor Švab raised two questions: How do we react on that and how to assure that this won't happen again?

Decision: Christos Lionis should react with a short letter, saying that we had a meeting in Varna. In the future we need to choose easier accessible destinations. We will come to a specific country only if we are officially invited from their society.

In addition to item 3

Kos Conference evaluation

After the Kos conference, some comments have been collected from EB members. These comments and improvements should be included in the guidebook, in the strategic paper and in the contract.

Decision: Maarten Klomp will go through the comments, and make necessary changes in the strategic paper and contract. Christos Lionis will complement the guidebook with the Kos experiences.

Egle Žebiene and Barbara Toplek will prepare protocols for opening and closing ceremony of the conference, for a joint lunch with the council and Wonca Europe president's reception after the council.

In addition to item 11

Meeting with Ian Graham, chairman of the 4th Joint Task Force on the Prevention of Cardiovascular Diseases

Bjorn Gjelsvik presented our view on the situation. If Wonca should participate in new guidelines they should be written more from general practice perspective.

Ian Graham presented the history of the guidelines and the importance of our partnership. For them, Wonca is regarded very important because the most practical prevention is delivered by family doctors. Many specialist cardiologists have neither the skills nor inclination to be effective preventionists. They need the knowledge and skills of Wonca to ensure that the 4th Joint Guidelines are fully "GP compatible", practical, realistic and applicable; they need interactive feedback. Ian Graham recognized some difficulties in our partnership from time to time, but they have been minor, and most have enthusiastically endorsed the endeavour. They truly believe that a mutually supportive equal partnership will be quicker, much more efficient, and will produce guidelines with unique authority.

The matter was fully discussed. Christos Lionis highlighted the importance of GPs contribution in producing guidelines. Igor Švab suggested a Wonca Europe member in the Joint Task Force group who will have his own GPs group to prepare the final paper acceptable for the council. Ian Graham stressed that the final draft should be formally approved by all the partners. Christos Lionis proposed a three days guidelines conference in the middle of the process. This would be an opportunity to have both - the GPs and specialist in the same room. We could arrange a workshop during the Florence conference.

Decision: Bjorn Gjelsvik was appointed a liaison person. He will develop his own network and prepare a draft paper for the workshop in Florence (promoted as a process on reaching the consensus in this matter). The final draft should be adopted by the council.

12. Future conferences

Guide book for future conferences

Strategy and guidebook for the future conferences were discussed.

Decision: 5 basic documents must be prepared:

Document	Content/Organisation
Strategy	It is adopted; Maarten and Egle will check and improve it
Bidding procedure/ Selection criteria	Bidding document to be prepared for 2010; the date of the conference to be defined (Igor, Christos, Maarten, Tony)
Contract	Contract to be prepared for 2008; the elements of the strategy to be put in the contract (Igor, Christos, Maarten, Tony)
Guidebook	Done; To be revised based on the feedback from Kos (Christos)
Control	Paris 2007 – protocol for the liaison person must be prepared ASAP (Luis, Maarten, Egle)

HOC should cooperate with the expert groups and make conference more attractive.

The place of the conference should be organised in a way that organiser can negotiate with hotel prices. Igor Švab will make the presentation to the council in Florence.

Florence conference

Giorgio Visentin sent the report. The issue was fully discussed.

Decision: Bjorn Gjelsvik will write a letter to Giorgio Visentin that based on the report we recommend the following: to include in the program state of the art sessions on primary care diabetes, CVD and respiratory group. We want HOC to confirm to include VDGM session and to assure the high level of the network representation. The HOC should include at least one plenary session of every network. There should be a space for Wonca Europe open meeting, plenary session of each network, if possible, a combined three network sessions, at least one or two debate sessions on disease management. From now on we'll invite the HOC to every Wonca Europe EB winter meeting.

Paris conference

The Paris 2007 report was received.

Decision: Luis Pisco as the liaison person will send the same letter to Paris HOC. Maarten Klomp will start a list of key figures from the different clinical fields for state of the art sessions (as a help for HOC). This list will be sent to Paris HOC to help them with selection.

Turkey 2008, Switzerland 2009

Maarten Klomp was appointed as the liaison person for Turkey and Egle Žebiene as the liaison person for Switzerland.

Decision: The first draft of the contract must be prepared. Igor Švab will write a letter to inform the organizers who the liaison persons for Turkey and Switzerland are and that contract is being prepared. It will be sent to them by Maarten so they can negotiate. The conference date should be preferable early autumn.

Bidding procedure for October 2010

Decision: Barbara Toplek will prepare a note for member organisation about the bidding procedure for 2010 in Florence. They will receive more information in a few months. This should be the preliminary announcement to the members for the council meeting and first information for 2010 bidding. Because of the World Conference in may in Cancun this conference should be held early October.

Maarten Klomp will call Carl Staylers and discuss the possibility about the 2010 conference in Brussels.

In addition to item 6 - Reports from the Network Organisations

EGPRN report

Christos Lionis presented his report. The last meeting was held in Tartu, Estonia with the main theme "Research on Diabetes in general Practice". Among the issues discussed the most important were: funding and promoting educational activities across Europe, EGPRN contribution to future conferences, cooperation with other networks. The EGPRN continues to invest in work of three working committee: research strategy committee, educational committee and electronic communication committee. Among other achievements the Marie Curie proposal and involvement in the 1st International Primary Care Conference was presented.

EGPRN leads at the time the development of the research agenda within Wonca Europe. Those efforts require a substantial financial support. A formal letter will be sent to Wonca Europe regarding the financial support.

Igor Švab stated that we need to have a good case toward the council and other networks if we give the financial support to EGPRN. We probable should raise the financial support for other networks. The solution could be to bid for the special project funds.

The first draft of the Research agenda will be presented in Florence and it should be done in collaboration with EURACT educational agenda.

13. Five star doctor award

A letter from Jan De Maeseneer came. He reminds that regional Five Star Awards should be given at regional meetings. Alfred Loh explained in his letter that it is the intention of Wonca World that Wonca Regions holding annual regional conferences should try to give a Regional Five Star Doctor Award to a worthy recipient at each of these events.

At the Wonca World Conference, these recipients from all the Regions will then be the candidates eligible for selection as the winner of the International Wonca Five Star Doctor Award to be given at the World Conference.

Decision: We will ask Jan De Maeseneer to clarify the criteria and to be the chair of the committee for this award in Florence. The criteria could be the same as Wonca World award. What is the award? Two other members from the EB were appointed: Igor Švab and Bjorn Gjelsvik.

The nominations should be sent to the secretariat. We will announce the call for the award in a letter to the colleges.

In addition to item 5

Financial matters

Maarten Klomp had a telephone discussion with Tony Mathie, hon. treasurer, about the financial matters.

After discussion the decisions were made:

EURIPA long term funding: The business case is not clear yet. Do they have any other sources of income? What does Wonca Europe get in return? The same situation is with the EUROPREV.

Decision: Tony Mathie will prepare a funding proposal to discuss in the next EB meeting and to bring to the council in Florence.

Vasco da Gama - The financial support: A package deal with financial support will be negotiated. Tony Mathie stated we could afford to pay 5000 EUR per year. Young Doctors should be supported by their national college for travelling and accommodation and Wonca Europe will provide funds for their functioning. The status of VdGM within Wonca Europe was fully discussed.

Decision: Egle Žebiene will prepare the proposal for the next EB meeting which would be the basis for the council meeting in Florence. We will seek some advice from Fons Sips and Justin Allan. Legal position of VdGM will be “observer within the council” the same status like EURIPA and EUROPREV have. Financial support will be negotiated. The VDGM pre-conference should be included in the contract between Wonca and HOC. Support from EURACT will continue. VdGM contribution to the conference must be defined. A short letter to VdGM should be sent saying we discussed their situation and we are working on the proposal for the council.

Secretariat: A draft letter prepared by VdGM should be sent to the national colleges.

14. Pharmaceutical Industry sponsorship

Bjorn Gjelsvik gave a short report. Some documents on this topic were sent out just before the EB.

The first thing is the concern of the Nordic colleges with the deals that have been made by Wonca World. We should notify Wonca World about their concerns and ask them to respond. The second thing is setting the standards of pharmaceutical sponsorships for our conferences. There are international rules how to deal with this, developed by pharmaceutical industry, and related to the official policy of the EU.

Decision: We should find these rules and also adopt them as the rules of Wonca Europe. These rules will be an appendix to our guidelines for future conferences. We'll include them in the contract with HOC.

15. Special Projects Funding

Christos Lionis presented the bids for the special project funding. Five proposals were received. The selection criteria were prepared by Christos Lionis and the selection was made by the special project proposal committee (Christos Lionis, Maarten Klomp, Bjorn Gjelsvik and Tony Mathie).

Decision:	1. place	EUROPREV	5000 USD
	2. place	EURIPA	5000 USD

Christos Lionis will prepare the letter to inform the winners.

16. The new Wonca Europe targets

Christos Lionis reported the results. After the reminder was sent, 19 countries responded. Because the project is taking a lot of time we have to use our contacts in the countries that responded.

Decision: Christos Lionis will prepare the list of the countries which have responded with only one candidate (including the name of the person that has responded). Then we can select the name of the other potential candidate.

We'll contact them personally:

Sweden	Bjorn Gjelsvik
Spain	Luis Pisco
Bosnia	Igor Švab
Denmark	Bjorn Gjelsvik
Czech Rep.	Igor Švab
Austria	
UK	Tony Mathie
Greece	Christos Lionis

17. Primary care diabetes

We received the letter from Dr. Imre Rurik from Primary Care Diabetes Europe. They decided to establish a stronger relationship to Wonca Europe. They are ready to join our Florence conference as a satellite, as a parallel meeting or as organiser of Diabetes Session during the conference.

Decision: We should strongly recommend to the organisers of future conferences to include them in the programme as an integral part of the conference. We are genuinely interested to have a primary care diabetes track at every Wonca conference and also to ask them to deliver the »state of the art lecture« at Wonca Europe conferences. The exact content of the programme is still decided by the Host organising committee of the conference. Bjorn will recommend this to the Florence HOC.

18. Invitation of Wonca as participant in an EU-project with the aim of reducing inappropriate use of antimicrobials in Europe

Christos Lionis gave a brief report on the project.

Decision: We will form a team after Christos Lionis will specify in detail our role (our tasks) in the project. We will identify one person as a Wonca leader in this project. Luis Pisco could join this team; Igor Švab will contact him first. 26th of March is the deadline for the proposal.

19. Wonca Europe representative for the meeting on depression, Granada 2008

We sent an e-mail to colleges asking them to nominate the candidates for the Scientific and Organising Committees for the meeting on Depression and other common mental disorders in Primary Care (June 2008, Granada). We received four proposals and sent them to the organisers.

20. EMEA Workshop with health-care professionals, 28 March 2006

The secretariat will find more information about the workshop on their website and ask Fons Sips or "Harry Crebolder" from the Netherlands to participate in the workshop.

21. Colleges meeting in Portugal 2008

Luis Pisco suggests a meeting of the heads of the Colleges and the Networks from primary care.

With the title "How to address policy makers?" Luis Pisco should prepare a detailed plan for the next meeting.

22. Next meeting

Oslo, Norway, 9-11 June 2006. We need to check this date with Tony Mathie and Luis Pisco.

Wonca Europe EB meetings 2006 - 2007

June 2006	Oslo
August 2006	Florence
December 2006	Lisbon
Late April, or May 2007	Vilnius
July 2007	Singapore

23. Other business

The update of the “New Definition” is approved by the Wonca Europe EB (no comments came till 31. December 2005).

Evaluation and achievements of the EB was discussed. A great job was done during the last one year.

Maarten Klomp
Honorary Secretary

Barbara Toplek
Administrative secretary