



Minutes from Wonca Europe Executive Committee Meeting Paris, January 26 – 28, 2007

Present

President	Igor Švab
Vice President	Bjørn Gjelsvik
Honorary Secretary	Maarten Klomp
Honorary Treasurer	Tony Mathie
Representative EURACT	Egle Žebiene
Representative EGPRN	Christos Lionis
Representative EQUIP	Luis Pisco
Secretariat	Barbara Toplek

Invited:	Wonca Europe 2007 Conference HOC: Michèle Lieurade Pierre Louis Druais Dominique Huas
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Friday: Meeting with CNGE

Agenda:

1. Welcome by the President

Igor Švab welcomed the Executive Committee.

2. Approval of the Agenda

The agenda was approved. A new point was added to agenda: Report on Happy Audit Project by Christos Lionis

3. Minutes from meetings in Florence

EB and Council Minutes were accepted.

- Matters arising

Maarten Klomp prepared a document – a follow up on the Wonca Europe policy on organizations in collaborations. What kind of relations do we want to have with these organizations? Do we need or want a formal agreement with these groups? The subject was fully discussed.

Decisions:

Tony will write a letter to the three networks and the working groups (VdG, Europrev en Euripa) and ask for a business plan to prepare the new triennial budget for Singapore.

There will be a joint meeting with the special interest groups in Singapore on the subject how to involve them. The proposal will be developed for Paris conference. Maarten Klomp will prepare a draft letter. The list of these organizations should be updated.

4. President's Report

Igor Švab presented his report. He attended the Wonca World EB meeting in Buenos Aires. A short report of the meeting was sent to the members of the EB.

The following comments were made:

- The problem of holding annual conferences during the time of the world conferences was handled very well by Chris van Weel and Rich Roberts. The decision we have reached is very good for both parties.
- The issue of sponsorship of satellite symposia has also been decided. President encouraged the honorary treasurer to take the necessary steps in order to get the money from the symposia (50% of Wonca budget is divided between WW and WE; another half goes to conference organizers).
- The matter of the group with special interest in occupational medicine has not been resolved. The issue was on the agenda in Florence, but no clear decisions were made. It must be solved during this meeting.

The following dilemmas were pointed out:

- Participating in meetings is becoming an increasing problem. It can not be done only through the EB. We should invite our national colleagues to attend them in the name of WE EB. If it is the matter of political issues – some of the EB or Council members must be there; if it is clinical – we can invite national colleagues. Our priorities should be the countries on their way to join Wonca Europe. We should think about inviting our special interest groups and task forces for that purpose.
- An idea of having a session on the future of Wonca Europe (a request in Florence during the council meeting).
- How do we maintain the balance between the developed and the developing countries in Europe? There is a tendency of regionalization (e.g. Baltic conference, ISGP, Southeast Europe).
- Wonca Europe Strategy. What to do after the definition – we search for new ideas for the future of Wonca Europe, some strategy.

Decision: Igor Švab will draft some ideas for the future and send them to Tony Mathie and Maarten Klomp for the Singapore Conference. Barbara Toplek will arrange a joint meeting in Singapore. Invited guests will be: formal Wonca Europe presidents, members of the old and new Wonca Europe Executive Board.

Topics for discussion: How to bring more GPs together. Christos Lionis stressed the importance of using the Wonca Europe existing papers – we already have a lot of information – we just need to start to collect them (EURIPA document and others).

A draft letter could be prepared and sent to colleges after the Singapore and before Paris.

Igor Švab informed the Executive that he decided to run for the presidency of Wonca Europe for a second term.

5. Honorary Treasurer's Report

Tony Mathie gave his report and presented the proposal for the new budget.

It was decided to put the EB expenses during the Wonca Europe conference to EB and not to council expenses.

The proposed new budget settings for 2007 – 2010 were discussed and accepted by the EB. The future budgets of the networks and the working groups will be based upon their business plans.

Furthermore it was proposed to create a Wonca Europe bursary fund in relation to conference financial success.

Decision: Tony Mathie will prepare a proposal for a bursary fund as part of the new triennial budget proposal for the next council meeting.

A traveling policy about long distance air travel was discussed.

Decision: EB members need to pay the difference between the economy and business class by themselves if they travel business class.

6. Reports from the Network Organizations

- European General Practice Research Network (EGPRN)

EGPRN report was presented by Christos Lionis. The last EGPRN meeting was hosted in Kavala and was a great success in terms of number of participants and papers presented. In the pre-conference workshops the new idea of “*the open- research market*”, where research ideas and proposals for collaboration research were discussed, was tested successfully. Another innovative workshop on research capacity building was carried – out within the Executive Board /council meeting. National representatives worked in small groups using SWOT analysis and EGPRN Executive Board is preparing summary of keys points. This work is expected to contribute additionally any to the WONCA Europe strategy. Other important events of this meeting were:

- (a) The re-election of *Prof. Paul Van Royen* as the Chairman of EGPRN for the next three years.
- (b) The meeting of the three EGPRN committees (*Research Strategy Educational and Electronic communication committee*), which are continuously and actively working on their agenda.

EGPRN has also completed the discussion on the European Research Agenda and formulated a proposal with concrete methodology that has been submitted to the WONCA Europe Executive Board for Special Project Funding. Two EGPRN research papers that would offer additional to the formulation of Research Agenda for General Practice /Family Medicine have been finished and they are at the submission process the next EGPRN meeting is going to be hold in Nijmegen. The Netherlands (10-13 May, 2007) on the theme “*Gender in/ and General Practice*”.

Igor Švab will attend the EGPRN meeting in Nijmegen.

- European Academy of Teachers in General Practice (EURACT)

EURACT report was presented by Egle Zebiene. EURACT held a Council meeting, which took place on October 11-15 in Prague. Main policy decisions of the Council meeting:

- EURACT has decided to register as a legal body; however, more information has to be collected in order to choose the most proper way of registering, as well as the country of registration. Information should be updated and further discussion to take place during the next EURACT EB meeting in February 17-18, 2007.
- Elections for country representatives in EURACT Council for the next 3-year term have been started at the beginning of year 2007, first results expected before February 8th. Final results will be at the beginning of March.
- According to the EURACT bylaws, elections of 3 Executive Board members and President will be held during the first meeting of the newly elected Council on May 9-12, 2007, in Zagreb, Croatia.
- EURACT Secretariat will move from Leuven after the elections are finished in March. Secretariat responsibilities have been developed by the working group, approved by the Council and distributed through the Council members. 6 applications have been received by the deadline; the decision will be taken during the next EB meeting and sent to the Council members for approval. Secretariat will have to start working before the next Council meeting in May.
- Several important steps have been taken recently in order to organize EURACT activities more based on the business plan approach. Main reason for that has been increasing number of sponsored activities, such as EURACT courses, which have been very

successful in the past. Main decisions concerning perspective budget planning will be taken during the next Council meeting.

- Number of EURACT member countries is increasing; Ukraine and Bulgaria have applied for the membership lately.

Other outputs: EURACT had 5 workshops during the WONCA Europe Conference in Florence, including the plenary workshop, and is planning the same level of contribution to the next WONCA Europe conference in Paris. Collaboration with Vasco da Gama movement was very successful and is continuing, next VdG meeting planned by the end of January in Leuven, Jan Heyrman will take part in their meeting. EURACT collaboration with WONCA Iberoamericana continues. Presentation about Educational Agenda was made by Filipe Gomes during their last meeting in October.

Future activities:

- Next EURACT Council meetings: May 9-12 Zagreb, Croatia; October 3-7 Gavle, Sweden.
- Next Leonardo-EURACT training the trainer's course will take place on May 22-25 in Magglingen, Switzerland. Course in 2008 is planned for Iceland, by invitation of Iceland GP Association.
- Assessment course, based on the same principles as the previous Leonardo course, has been developed and will start in autumn 2007 in Zakopane (Poland).
- Next Bled Course will be organized on September 18-22, the topic will be "Learning and teaching about the patient empowerment in GP".
- Several activities of EURACT planned during the WONCA Conference in Singapore, however still some difficulties in having contacts with the Conference organizers.

Future collaboration plans: Continue collaboration with EGPRN, organizing joint activities on educational research. Collaboration with EUROPREV has been viewed positively and welcomed by the EURACT Council, Paula Vainomaki appointed as a contact person. Interest in establishing closer collaboration with AIMEE has been expressed by the Council members, possibility of taking part in AIMEE Conferences and presenting the research on education discussed.

The printing of the European definition of General Practice was raised.

Both versions (the short and the new, updated one) are published on the website.

Decision: 200 new updated copies to be printed and sent to colleges; flyers to be prepared for the booth in Singapore and Paris.

EGPRN and EURACT have members from European countries that are not Wonca members.

Decision: Egle Žebiene will identify these countries and encourage them to join Wonca. We need to deal with them individually.

- **European Association for Quality in General Practice /Family Medicine (EQuiP)**

EQuiP report was presented by Luis Pisco. Equip had a closed meeting in Barcelona linked with a very successful 5th invitational EQuiP Conference held also in Barcelona from November 23rd-25th and a presence in the Wonca Paris Scientific Committee Meeting - 11th January 2007.

EQuiP closed meeting, Barcelona, Spain, 22-23 November 2006: 27 participants were present.

A new delegate from the Netherlands, Prof. Theo Verheij was introduced to the group.

Information about the development in health system in different countries is on the website. It could be found on Equip website (we can put in on the Wonca Europe website). This information should be spread to the council and national organizations.

Tina Eriksson spoke on behalf of the working group (Tina Eriksson, Kees in't Veld and Janko Kersnik), who is preparing a proposal for the selection EQuiP executive in future elections.

There was a short discussion on the posts introduced for the next election. The tasks of executive were discussed. The group was invited to provide feed back on the proposal. Final decision on the issue will be done in Prague (new executive board members should be in place as soon as possible to help Joachim with the work in EQuIP). Joachim introduced a renewed EUROPEP 2006 instrument. There were some arguments that the instrument is too much doctor oriented exploring mainly doctor patient relationship and less team involvement. In many countries the governments and insurance companies are starting to use different commercial questionnaires from the States. Separate meeting of TOPAS quality research collaboration took place immediately after EQuIP meeting. Major conclusions were that EQuIP and TOPAS preserve close connections which are marked by two TOPAS board members appointed by EQuIP and confirmed by TOPAS members who serve as liaisons between the working group and EQuIP. TOPAS will further on serve as a platform for international research on quality issues.

EQuIP invitational conference: Barcelona, Spain: 23-25 November 2006 (Theme: The impact of Health System Reform on quality in GP/FM)

Wonca Paris Scientific Committee Meeting - 11th January 2007: From EQuIP, Luis Pisco, Marianne Samuelson and Kees attended the meeting.

1. The members of the Committee were enthusiastic about the candidates for the EQuIP key-note lecture. After some discussion it was decided that former EQuIP member Martin Marshall will be invited by the chairman of the Committee (Prof. Bernard Gay) to deliver a speech. If Martin feels constrained because of his current Government post, Prof. Dr. Martin Roland of Manchester University (well-known by most of us) will be asked to take his place. They can both deliver a worthwhile contribution towards the theme of the Conference.

2. Kees conveyed the names and e-mail addresses of some 20 EQuIP members who would be willing to help in the abstract-reviewing-process. Abstracts can be sent to the organization via the website: www.woncaeurope2007.org Deadline: 31st March 2007.

3. The organisation was thrilled by EQuIP proposal to prepare a workshop for each day of the Conference as a 'starter' for workshops and oral presentations based on abstracts from other GPs attending the Conference on related topics. The proposal to prepare a workshop or series of oral presentations on the following themes: Day 1: Orientation of General Practice / Family Medicine on the perceived needs of Society Day 2: 'Indicators that matter' Day 3: 'Audit in Practice', on EPA, Practice-accreditation and related topics Final decisions from EQuIP will be taken in the Prague-meeting in April.

Future EQuIP meetings:

EQuIP Spring Meeting 2007, Prague, Czech Republic: 26–28 April 2007.

EQuIP Autumn Meeting 2007, connected with Paris Conference October 16th-17th

EQuIP Spring Meeting 2008, Bergen, Norway, May 22-24 EQuIP invitational conference autumn 2008, Bucharest, Romania: October/November 2008 (date and theme to be confirmed)

7. European Journal of General Practice

Colin Bradley sent his report.

Some of the issues we discussed with Taylor and Francis in Florence have had no follow-up.

Decision: We need to ask Taylor and Francis to prepare also their report for the next meeting which would include data on number of subscriptions and marketing plan. There is still no solution for the website. We need to address T&F directly regarding the open questions. After the legal body is established, we will also prepare and sign the definite contract between Wonca and T&F.

8. Wonca Europe website

Barbara Toplek presented some suggestions how to put the networks websites under the similar design.

Decision: For now the networks will add the Wonca Europe head banner to their websites. When there will be changes of the networks' websites in the future these changes will be towards a more similar structure.

9. Special Projects Funding

One bid was received for the autumn round in 2006. The special project proposal committee decided that the EGPRN application will be funded (5000 USD).

10. Registration of Wonca Europe as a legal body

Maarten Klomp sent the concept bylaws of the Wonca Europe Foundation. The document was fully discussed.

Decision: The document was accepted. EB of Wonca Foundation will be parallel to Wonca Europe EB. Maarten Klomp will handle the formal procedures to establish the foundation. A liaison person from the Dutch college will be appointed (to avoid problems when not having a Dutch member in the executive).

Igor Švab thanked Maarten Klomp for a job well done.

11. Wonca Europe rules on giving name and logo to the conferences and events

The document was present to the council in Florence but it was not detailed enough. Barbara Toplek will send Tony Mathie another copy to prepare it in detail for Singapore.

12. Sponsorship policy

Bjorn Gjelsvik presented the CPME-EFPIA Joint Declaration on the cooperation between the medical profession and the pharmaceutical industry and the Wonca Europe paper on Sponsorship. Some minor changes will be added but those two documents support each other. We should endorse them in Singapore.

Decision: A letter to national colleagues with these 2 documents will be sent for their comments before we accept them in Singapore. Specific issue to discuss will be whether or not the satellite symposia are under the control of the scientific committee.

13. Joint European Societies CVD Prevention Committee

Bjorn Gjelsvik presented the collaboration with CVD and the policy document. We can endorse it. In the future we would like to be involved in an earlier stage.

Bjorn Gjelsvik invited some national colleges and special interest organisations to appoint persons for an external peer reviewing process. The review process will be managed by the ESC Secretariat. We hope that the paper (proposal) will be ready for Singapore.

Bjorn Gjelsvik will continue to work with the guidelines.

Based on the CVD experience we promised the council in Florence to prepare a document on future involvement of Wonca Europe in multidisciplinary guidelines in Europe. Christos Lionis will prepare a proposal.

21. Future conferences/Elections

The elections letter was sent around (election committee: Bjorn Gjelsvik, Arno Timmermans, Hava Tabenkin). Maarten Klomp decided not to stand for a second term. Tony Mathie, Igor Švab, Egle Žebiene are applying for a second period.

14. Vasco da Gama Movement

➤ *VDGM-Research workgroup – Letter from Ishay Lev*

They are asking to allow the young researcher a special place in the Wonca Europe conferences. They are suggesting to present a key note "best research by a young researcher", awards for "best poster/oral presentation by a young physician", naming a "best young physician" who combines research as a critical quality in his work.

After the discussion the decision was made: We support the idea of a Wonca Europe Award for the best oral presentation by a young doctor (1000 USD), which should be implemented in 2008 in Istanbul.

Decision: Egle Žebiene will prepare the detailed proposal how this should be organized.

15. Wonca-ICOH working party

The suggested names from Wonca are: Igor Švab, Chris van Weel, Carlos Brotons, Ton Drenthen. We nominate these people, they should prepare a business plan, and the decision on funding will be made by the Council in Singapore.

Decision: Igor Švab will send a letter to ICOH to inform them.

16. Wonca Working Party on Women and Family Medicine (WWPWFM)

We received a request for support of New/Young Women Family Physicians/General Practitioners to attend Wonca Singapore Pre-conference Symposium.

Decision: There is no funding available for this activity. Igor Švab will inform WWPWF.

17. Invitation to IPCRG to be an OCR to Wonca

This is the International Respiratory Society. We will invite them as one of the special interest groups to the meeting in Singapore to clarify the issue.

18. WONCA Environment and Health group/ ISDE/WONCA relationship

This is a SIG of Wonca World. Igor Švab will ask Giorgio Visentin to join the proposed meeting.

19. Symposium on the Tobacco Pandemic

The French conference organizers already solved the problem, since they have invited Rick Botelho to organize sessions at the conference in Paris

20. INCON Group: Invitation to IMEX Exhibition & Association Day 2007

We received an invitation to collaborate with professional conference organizers, although the colleges are the ones who organize international conferences. Maarten Klomp will answer that we have national organizations responsible for organizing the conference.

21. Future conferences

- Paris 2007
 - 5 star doctor award: The committee: Bjorn Gjelsvik, Igor Svab, Jan De Maeseneer – a letter to all colleges with the deadline June 1st will be sent
 - Letter from Douglas Fleming – project workshop in Paris - solved
- Istanbul 2008
 - Maarten Klomp gave a report of his meeting with HOC in Istanbul. There is no report on the table - after several reminders. It might be a successful conference. The key notes and themes are still unknown. Organization will not be a problem. They need support dealing with the content (experts). We suggest two members from abroad to join the scientific committee. Maarten Klomp will report our statement about that. They should contact French HOC. They are thinking to translate conference to Turkish and Russian language. The website is not created yet.
- Basel 2009

Egle Zebiene gave a report. They are at the beginning of the planning of the conference. She will meet the Swiss in May during the EURACT course in Magglingen.

22. Next Meeting: July 20th, Singapore

The bidding for WE Conference in 2011 will be in Paris.

Results of the project ten targets will be presented in Paris. Luis Pisco should contact the French HOC to present them during the open meeting.

23. Any other business

- Letter from Andrzej Millewicz
- Happy Audit – Christos Lionis gave his report. The evaluation should be presented in the Istanbul conference, and dissemination of the results can be done through the website and future conferences; allocation of the budget (13.000 EUR) 10.000 EUR contribution in men power from Crete. We should allocate a part of the budget (5000 EUR) for Wonca Europe
- Conference 2008 in Portugal – we will receive more information in April by Luis Pisco

The liaison person for the 2010 conference will be Tony Mathie.

Maarten Klomp
Honorary Secretary

Barbara Toplek
Administrative secretary