

## **Meeting report: HPH Governance Board, May 7, 2019**

### **In attendance:**

*Margareta Kristenson, Sweden (Chair); Sally Fawkes, Australia (Vice Chair); Heli Hätonen, Finland; Cristina Inesta Blasco, Catalonia; Ying-Wei Wang, Taiwan; Antonio Chiarenza, Italy; Jürgen Pelikan, Austria (Conference Secretariat); Rainer Christ, Austria (Conference Secretariat), Hanne Tønnesen, Denmark (Intl. Secretariat), Thor Bern Jensen, Denmark (Intl. Secretariat – Rapporteur#2); Jeff Kirk Svane, Denmark (Intl. Secretariat – Rapporteur#1).*

### **Apologies:**

*Alan Siu, Hong Kong; Ann-Lise Guisset, WHO HQ.*

### **Welcome**

M Kristenson welcomed the GB.

### **Acceptance of previous meeting report**

Two meeting reports were to be approved. One for March and one for April.

- *The March meeting report* included a decision on the secretariat tender process. The GB raised a concern that the minutes should more adequately reflect the GB's objective stance in the matter. The phrasing was changed to accommodate this wish. Further on, the timing of the transition from current to next secretariat was reported. The take-over date decision as January 1<sup>st</sup> 2020 was discussed. The GB agreed that the aim was to ensure a smooth transition and continuity of service for members. The discussion in March was lengthy and complicated. While an agreement was reached in March, now the GB re-opened the topic for a second discussion and a new decision. The decision on the take-over date for the Intl. Secretariat was then discussed once more at the present meeting.

**Decision:** With this, the March report was approved.

- SF raised a matter of redundancy in the meeting report from April and asked to have revised a paragraph previous indicating that the GB did supported an applicant as this could be considered a conflict of interest.

**Decision:** The April meeting report was revised and approved with no further comments.

- The new discussion on the take-over date took place. It was noted that the tender had also not been clear on the matter of take-over date. Also, the GB informed that, so far, no applications had been received.

**Decision:** GB decided that the final decision on take-over date would be taken after all applications in the tender process had been received by the GB.

### **Ratification**

- The newly ratified Danish Network was discussed. The GB asked for inclusion of more detailed information on the coordination institution. The Secretariat would send this. The GB welcomed this re-establishment in Denmark.

- The new French Network was discussed. The Secretariat had undertaken the work to secure the revitalization of the French network via RESPADD and the French health authorities.

**Decision:** The GB ratified the new French network and welcomed the achievement. Bordeaux University Hospital was also ratified by GB.

### **Economy: Financial report for 2018, preliminary situation 2019 and budget for 2020**

The Secretariat reported that the IT expenditures had gone slightly up (135 Eur) from the balance shown at the last GB meeting. Otherwise, the balance was identical to what had been shown before. The auditor report from the Intl. Secretariat was discussed. It was being signed off by the dept. of finances in Capital Region Denmark, who also covers the cost of auditing (part of in-kind). The Intl. Secretariat will send the signed off auditor report to the GB as soon as it is available from the finance department. The cumulated deficit (over time) was again reduced in 2018 to the current 17.829 Eur.

The Secretariat informed that the received income to date (May 7, 2019) was 139.000 Eur and that invoices had been issued for an additional 32.500 Eur, thus being close to the 2019 budget. For 2019 budget/balance, extra income from the Sc J of Clinical Health Promotion, where Taiwan has kindly asked for a supplement, would be added for further reduction in 2019. The Secretariat informed that the Capital Region of Denmark had decided that the deficit would have to be sorted finally by the end of 2019, which then appears to be doable. The estimated reduction in 2019 would all in all end up at around 11.000 Eur. If a second supplement could be feasible for other networks in the second half of 2019, then about 5.000 extra euros might be added to that figure.

**Decision:** The GB decided that, when presented to the GA, this ought to be reflected in an additional budget line.

The budget for 2020 was also discussed. It will come from tender applicants for the future Intl. Secretariat as it is part of each proposal. The GB also agreed that it would be good to find partners to support with external funding sources.

**Decision:** The GB decided that the Secretariat would draft a preliminary version of a 2020 budget.

### **Progress report from Intl. Secretariat**

The Secretariat had sent their progress report out to the GB. The GB thanked the Secretariat for the report. The GB appreciated the hard work done and decided that this type of information should be shared with the GB and GA more comprehensively in future. For the presentation to the GA the GB that the present version would be redrafted to be explicit in what activities were done on HPH budget and what were not

### **Progress report from members, status**

Out of 26 possible reports from networks and task forces, 20 had been delivered completely or partly (77%). The Secretariat will send out the compiled report (in both a summary and a full technical version) as soon as possible in advance of the GA.

### **General Assembly in Warsaw**

- a) The Intl Secretariat had sent the most current delegate attendance list and would continue updating the GB until the time of the GA.
- b) A question on economic support for participation in the GA and conference had been handled and solved by the Secretariat, the GB and the Polish organizers. The GB thanked those involved for solving the matter so efficiently.
- c) The Secretariat had produced an updated GA agenda. Two extra items with room for discussion had been agreed during the last GB meeting and added to item 1 Welcome by Chair and item 3 International HPH Secretariat report. The GB approved the GA agenda in the updated form.
- d) The GB discussed the proposed amendments for the constitution. The suggestions had been sent out before by MK and SF. The GB agreed that the amendments should ideally be added as part of the main text of the constitution. But, since constitutional changes have to be delivered to the GA at least six months in advance, that will not be possible for all amendments currently discussed. The amendment concerning the GB seat vacancy was, however, discussed in GB in due time (6 months before GA) so there was no issue there. The WHO relation situation was still unclear and so would not be added into the main text.

### **Global strategy**

Sally and Cristina sent a brief survey to GA members, Taskforces leaders and Working Group leaders. This survey invited colleagues to provide information and ideas concerning the International Network – past, present and into the future. The responses have been compiled and analyzed and used to inform the preparation of the ‘skeleton’ draft Global HPH Strategy 2020-2024. Many interesting and new ideas have emerged about how the International Network can enhance its value to members and relevance and impact globally. Survey responses will be useful for further developing the details of the Global Strategy as well as the companion Action Plan. The draft Global HPH Strategy will be sent to the WG for comment, before being sent to the GA members a week before the Workshop.

As well as the survey, Sally and Cristina drafted the outline for the GA Workshop on the strategy. This will be sent to the WG for comment, together with the draft Global Strategy. The aim is for the Workshop to focus on discussion of components of the ‘skeleton’ draft Global HPH Strategy – vision, mission, objectives and strategies – and generation of ideas.

### **Update on communication with WHO, report from meeting with Dr. Guisset WHO HQ/ M Kristenson.**

A meeting had been held and the naming of Taiwan was an issue, which had been discussed. The GB would continue working to secure a good solution for all. The hoped-for WHO co-sponsorship of the HPH conference remained uncertain, but JP and YWW would explore possible solutions and report back to GB. The GB thanked all involved for contributing towards finding a productive and amicable solution to this difficult problem.

**Update on tender process for new contracts/ M Kristenson**

The deadline was the 9<sup>th</sup>. Still, the GB reported, no applicants had been received. The judging process, the GB noted, would be open and transparent and similar to that of assessing research applications.

**HPH Awards – jury members needed for award on fulfilment of standards**

No GB members volunteered. The Secretariat would try getting a GA delegate to volunteer instead. Failing that, the GB would be asked again.

**AOB**

- The host, the Korean HPH Network had asked to have the date for the conference changed: The local host had changed the proposed date to June 1<sup>st</sup> - 6<sup>th</sup> 2020. This was accepted by the GB. JP would communicate this OK to the Korean organizers.
- Extra GB meeting: MK proposed a short extra GB meeting regarding economy, constitution changes and the Secretariat's progress report. MK would do a doodle.  
*(At a later telephone meeting, MK and the int. HPH Secretariat discussed the possibility of having the matters for the extra GB meeting cover per email correspondence, as it was difficult to find a suitable date.)*