

**European Forum for Primary Care (EFPC)
Association
General Assembly (GA) 2017**

**Casa do Medico, Porto, Portugal
Monday 25 September 2017 17.00 – 18.30**

Address: Rua Delfim Maia, 405 · 4200-256 Porto, Portugal

Chaired by Prof Jan De Maeseneer, Prof Danica Rotar excuses her absence and in her place Diana Castro Sandoval takes notes



Minutes:

1. Opening
Jan De Maeseneer start GA and welcomes all the members
2. Minutes General Assembly 2016, 5 September Riga
Approved by 100 % votes casted in favor of approval, no abstentions and no votes against.
3. Brief overview of the previous association year and future plans of the EFPC based on the annual report 2016-2017
Diederik Aarendonk reports and underlines some highlights of the previous association year. In addition he provides some information about the restructuring of the EFPC as it is now fully independent contracting its' own staff.
Highlights:
 - You&EFPC running after the 1 year of been launched
 - New Webinars Sessions and will continue for engaging and attracting new people
 - EFAD
 - HTA stakeholder pool working group
 - WHO Primary Health care Advisory Group
 - EU Projects (EUR-Human and ORAMMA)
 - Expert Panel on best ways of investing in healthcare (3 EFPC representatives)
 - Mental Health statement on Primary Care

In addition a preview for the coming year was given with three objectives:

- EFPC will contribute to and improve advocacy in relation to promoting the importance of strengthening primary care
- Consolidating and expanding the network of policy, research and practice stakeholders in European countries
- Taking position in relevant discussions, based on research and practice evidence

Resulting in two main activities:

- The development of a strategy for citizen involvement and engagement in EFPC and primary care. The Citizen engagement strategy will be commenced after the 2017 conference in Porto, circulated for discussion during the winter of 2017/18 and

ready for field testing and development in Spring 2018. The strategy will be published and fully operational by the end of 2018.

- The development of capacity building towards a primary care research network. This will strengthen the link between policy, practice and research in the domain of interprofessional primary care by leading a European interprofessional primary care research network for information and knowledge exchange.

There are few comments from the assembly highlighting the importance of being cautious for involving citizens (“who are they representing?”) but also there is a strong agreement on enlarging the multi-professional network.

4. Finances

a. Financial overview 2016-2017;

i. Financial report by the treasurer, Tino Marti

The treasurer Tino Marti presents the financial report for the association year 2016/2017 and the foreseen for 2018:

Tino emphasizes the fact that the EFPC has become administratively independent causing several difficulties for the accounting in 16/17. Where in the past salaries were paid with some delay, the salaries are now paid the same month from our own bank accounts.

On the other hand there has been an increase of the membership resulting in a fine balance between running costs of the secretariat and income from membership fees. This means a stable situation with enough budget to cover next year expenses with the expectations to have a positive results for next year.

Some EU projects should be paid in 2018 and if so, will provide a positive balance to the finances of 17/18.

The 17/18 budget is forecasted with a further increase of the membership fees and a positive balance for the Porto conference and similar expectations for Crete with in addition some remaining payments arriving from EU Projects and should leave the EFPC with a positive balance at the end of the 17/18 association year.

From the General Assembly there is a question raised why there was not an increase of the membership fees, experiencing the financial difficulties last year. Tino Marti answers that there has been a slight increase of the memberships fees in 2015 and concluded that with the current numbers and the fact that it was temporary problem, there was no need need of increasing the memberships fees

ii. Explanatory notes by the audit committee presented by Katerina Venovska and Loes van Amsterdam (2016/2017).

The Audit Committee briefly summarizes their findings.

There have been meetings between the committee and the treasurer with clear communication and clear answers stating that there were no signs of misconducting with clear and transparent numbers.

The extra cost in the previous year were understood well, mainly due to the organizational changes of the EFPC

The recommendations from previous years have been taken into account and implemented.

For example the committee advised the board to keep salaries and insurance costs in balance with the maximum achieved by the membership fees.

The audit committee recommends the General Assembly to discharge the treasurer for 16/17 and approve the budget for 2017-2018.

There are no comments made by members and Jan thanks the audit committee team.

- b. Request to discharge the Treasurer and his fellow Executive Board members
Approved by 100 % votes casted in favor of approval, no abstentions and no votes against.
- c. The appointment of an audit committee of three members for the next association year 2017-2018
Two audit committee members, Katerina Venovska and Loes van Amsterdam express their willingness to stay but Ayse Caylan has indicated not to continue. Hence one new member is requested to join the Audit Cie and from the members Mr Aigars Miezitis is willing join the Audit Committee. The candidature of all three members is approved by 100 % votes casted in favor of approval, no abstentions and no votes against.
- d. Budget next association year (2017-2018)
Approved by 100 % votes casted in favor of approval, no abstentions and no votes against.

5. Executive Board update

After a one year transition it is now the moment that Sally Kendall takes over from Jan De Maeseneer, being the new chairman of the EFPC.

Peter Groenewegen excuses for his absence due to private reasons.

6. Advisory Board, current composition and rotation grid (attached)

Anna Stavdal steps down due to her higher involvement within WONCA as her new role as president; she gets applause for her high commitment with the EFPC in the previous years.

Introduction of five nominations for two vacancies.

Diederik Aarendonk explains the voting process to all members (each eligible member can write two names and the candidate who receives most votes will be elected) and gives the floor to the candidates to present themselves

- i. Mr. Mehmet Urgan, Turkey (CV & nomination form attached)
- ii. Ms. Jill Long, Ireland (CV & nomination form attached)
- iii. Mr. Geert Goderis, Belgium (CV & nomination form attached)
- iv. Mr. Fernando Miguel Pinheiro Macedo, Portugal (CV & nomination form attached)
- v. Mr. André Biscaia, Portugal (CV & nomination form attached)

Anna Stavdal, former EFPC advisory board advocates for Mehmet Urgan to become a new EFPC advisory board member making sure the link between WONCA Europe and EFPC will remain strong. Elena Petelos asked what is the gender balance in the current advisory board. Diederik Aarendonk provides a some information on the actual distribution of gender (almost 50/50), countries, professions and ages.

After counting the casted votes it appears that Jill Long (49) and Mehmet Ungan (40) received most votes and are elected as new EFPC Advisory Board Members. The other candidates received less votes: Andre Biscaia (23), Geert Goderis (18) and Fernando M. Pinheiro (11).

7. The determination of the membership fee for 2018
Approved by 100 % votes casted in favor of approval, no abstentions and no votes against.
8. Other issues on which members want to provide feedback-input
Jan De Maeseneer ends with the plea for more exchange of information and to invite people from other continents to future conferences or activities to provide a broader view of what is happening at a global level within primary care, aiming to include them within the EFPC future agenda
Sally Kendall supports Jan's statements to include also the most vulnerable people, aiming at vulnerability and compassion within the coming years
9. Closure
Jan De Maeseneer closes the assembly, thanking all the members for their commitment and time to the organization and wishes Sally Kendall a fruitful and great time ahead as EFPC Chairman.