European Health Futures Forum

Item 2.1. Last AGM minutes for approval

Minutes of EHFF Board Meeting

Date 26th April 2015.

Venue: Maison Somekh, Kingates farm, IOW, UK

Attendees:

Present: Marius Buiting (Chair), David Somekh, Matthijs Zwier, Shawn Day, Lucy Scott-Moncrieff, Rui Loureiro and David Goldberg.

Skype: Ales Bourek

1. **Apologies:** Sean Conlan

2. **Minutes of last meeting 16.10.14 (for approval)**
   - DG noted a small typo p.3 in para. starting 'Financially it was noted…', Line 2: 'i.e. have funds for the following year'
   - MB suggested that the Wintercamp idea (p.3) should be dealt with under item 2a.

Action: The Minutes were then approved.

2a. Matters arising from the minutes not on the agenda

MB felt that the idea mooted last October was still valid, and indeed reinforced by the activity in the Gatwick meeting in January. He felt that we should choose a topic of importance (cf. the Lisbon Wintercamp of Jan. 2011 on Innovation in Health) to be dealt with over 3 days. As ethics was included as a sub-theme in Lisbon, so values would be here. He pointed us to the counter/anti-European culture and its implications for our organisation as a possible sub-theme. *Action: It was agreed that the Wintercamp in early 2016 should be added to the Work plan.*

3. 2014 Annual report (short version) for approval

DS introduced the short version, pointing to the Appendix which allowed colleagues to see activity in the seven areas in more detail. One Board member was missing a copy of the Appendix in electronic form, but this will be posted on the website after approval of the draft minutes by the Chair in the next two weeks or so.

- The Chair congratulated the Directors on the extent of activity over the year given the limited resources available.
- MB raised the question of how to increase gain and felt that the answer lay in *greater promotion of our activities*. He suggested that we might think about social media and this provoked a useful discussion of how to build up our tweeting community, which is in place, but needs more input (cf our LinkedIn group which is not really used).
  Action: the Annual Report was accepted.
  Action: MB has a junior member in the NKTZ, Evelyn, who he will put in touch with MZ and they will seek a small group of younger people to boost the tweet rate on the @EUHealthFutures hash-tag.
  Action: a small flyer will be created for distribution at events. MZ to co-ordinate development of this. RL offered to look into preparing a video clip YouTube style as an adjunct to this.

4. 2014 Annual accounts for approval

DG introduced the formal accounts, which are provisional to final approval from a Partner at our Chartered Accountants, Mackenzies and once approved by the Board, will be formatted for entry onto the Companies House Database.

DG noted a sharp improvement from our first part-year trading, which ended with a deficit of £2,376, while 2014 ended with a surplus of £26,715 on a turnover of £49,290. There is a further 30,000€ guaranteed earnings from projects for 2015.

DG noted the lack of an audit committee which could both be available to the Directors during the course of the financial year and who could review the spreadsheets before they are sent to the Accountants at year end. This allows more precise knowledge of the financial activity to be shared with the Board. Maggie Somekh is currently undertaking book-keeping on a monthly basis and is in touch with the Accountants to ensure format compatibility.

Action: the Annual Accounts were accepted.

Action: LSM and RL agreed to form an ad hoc audit group to work with DG.

Financial sustainability: the Chair opened an impromptu discussion on the vulnerability of the organisation: he saw DS and others having created a successful start-up but there needed to be a break-through to a more sustainable business model. He felt that the Board should meet during the summer for a day-long strategy meeting to address this issue. All agreed.

DG commented that although there had been progress we are not yet ready to deliver the kind of ‘elevator speech/pitch’ needed to attract major sponsors. EHFF has grown substantially but it’s like an amoeba – difficult to grasp.

LSM felt that sustainability required at least one FT employee whose job description in effect would mirror the elevator pitch.

AB agreed and in relation to the amoeba issue felt that, as big companies like GE had done, it was necessary to major on one or two key themes.

DG wondered whether having a country EHFF lead in each of the MS would be a significant asset and DS commented that we were more than 60% there, in terms of the network that has been built so far, if we wanted to go down that road.

Action: it was agreed to hold a strategy day in London on 11 July (ACN/DG will provide venue). LSM and MZ can’t manage it, but we have 6 definites and we’ll

approach SC next week. DS and MB will discuss and agree scenarios for the day nearer the time.

Action: DS to have follow up meeting with our major sponsor from last year (Jonathan Hazan). This is already set for May 11.

5. Brief oral report to Board on current activities (DS)

DS reported on ongoing activity in the European projects and the possibility of a major further SANCO tender on self-management in chronic conditions to be called in the summer, which EHFF would aim to lead if bid partners agreed. EHFF is speaking at several conferences during the next five months and others than DS will be funded to represent us. He will be activating the two SIGs referred to in the Work Plan and encouraging SC to roll out the next web conversations and MZ and EVY colleagues to prepare a business plan for EVY.

DG asked if DS had been in touch with Richard Curry from Portsmouth University and SEHTA who is preparing a further European regional bid that includes patient empowerment. DS had spoken with RC on Skype and DG will be meeting him anyway soon and will follow up.

MB felt that regional involvement was in many senses more advantageous than at MS level and DS pointed out that just such thinking is also behind our pilot project with the EIP reference sites: in that latter group there has already been mention of a bid for regional monies. The RSCN pilot group meets next in Lisbon, July 1/2.

6. Work plan 2015 for discussion

The Work Plan in its general terms was accepted, with the addition of the strategic activities referred to above, namely the July Board day meeting and the 2016 Wintercamp (venue to be determined).

Taking up AB's point (see item 4) DG argued that we needed to focus on hot topics – for him these were the potential crisis in primary care manpower (in part a topic in the WP6, horizon scanning WP of the SANTE Workforce planning JA that we are part of, plus through our partnership with EFPC), the growth of long term conditions (hence our involvement both in self-management in LTCs but also in the Chronic Diseases JA) and the move from hospitals to the community (where the mHealth and eHealth focus is moving also). MB agreed and raised the idea of a smart European agenda which could be championed by several European NGOs agreeing to work together (provided this association could demonstrate added value).These could be EHMA, EFPC, EPF and EHFF for example.

DG raised one more item which he felt might be taken up in our work moving forward this year, namely viable entrepreneurship from clinician leaders.

Action: DS to make minor additions to the Work Plan along the lines suggested and circulate to the Board for final approval.

7. Items for discussion/approval

- **Funding**

a. Website: the consensus was that unless a specific need was identified, it was better to improve the existing site, particularly in relation to the possibility of more interactivity than to resource a new site.
Action: The question to be addressed is how to create much greater external access.

b. EVY: *Action: David Grim and MZ will deliver a business plan for EVY for 2015/6 a week prior to the meeting with JH.*

c. Director's remuneration: the Board agreed a one-off honorarium of 5000€ for DS in recognition of his work in 2014. However the July 11 meeting will consider a more robust structure for subsequent years (ultimately the means to create greater sustainability resource-wise).

- **Board:**
  - **a. Patron:** it was agreed that this issue could be further discussed in July
  - **b. Non-Executives:** a view was put forward that a lean Board was better than an overloaded one and that in future we might consider the creation of an Advisory Board if the need was there, rather than add more non-execs.at this stage.

8. AOB

There was no further business.

9. Date of next meeting: Saturday July 11th.