

**5th meeting in the HPH Steering Committee
Extraordinary re. HPH Constitution / Legal Framework
Friday 9 March 2007, 09.00 am –16.30 pm**

Venue

The Hôpital Universitaire de Geneve
Salle des Commission, 8th floor
Rue Micheli-du-Crest 24, 1211 Geneve 14

Participants

Steering Committee

Ann O’Riordan (Chair), Coordinator, Ireland

Oliver Gröne, WHO Barcelona Office
Hanne Tønnesen, WHO CC Copenhagen
Jürgen Pelikan, WHO CC Vienna
Margareta Kristenson, Coordinator, Sweden
Yannis Tountas, Coordinator, Greece
Carlo Favaretti, Coordinator, Italy
Zora Bruchacova, Coordinator, Slovakia
Christina Dietscher, Coordinator, Austria
Nils Undritz, Coordinator, Switzerland
Lillian Møller, Coordinator, Denmark

Observer

Louis Coté, Coordinator, Canada

Secretariat

Majbritt Linneberg, Technical Officer (rapporteur)
Margrete Ripa, Secretary (alternating rapporteur)

Absent

Irena Miseviciené, Coordinator, Lithuania

Agenda

1. Welcome and follow up from Work plan 2006, Palanga – by Ann O’Riordan
09.00 – 09.15
2. Draft concept for HPH Constitution/Legal framework – Nils Undritz
 - Presentation
 - Discussion
 - Decision on recommendations to be presented in the General Assembly**09.15 – 12.30**

Lunch 12.30 – 13.30 (including a short presentation of the HP activities at The Hôpital Universitaire de Geneve)

3. Obligations, designation and renewal of Coordinating Institution - Ann O’Riordan
4. Letter of Intent – Revised Version, including
 1. The new wording agreed on at the last SC meeting,
 2. Integration of main information concerning hospital and working area (to replace the Hospital Questionnaire and Project/Activity Questionnaire) - The Secretariat (attached)
5. Scaled membership fees - Nils Undritz, Zora Bruchacova, Louis Côté
6. AOB

The following items remain from the last SC meeting:

Sharing of experience and closer collaboration - Lillian Møller

Email from the Hungarian HPH Network – The Secretariat

For your information:

HPH Document 2006: Has been revised, and subsequent to meeting the paragraphs on Obligations, designation and renewal of Coordinating Institution, Letter of Intent and membership fees will be included and replace the existing material.

Proposal for the agenda for General Assembly 2007 will follow shortly (The agenda will be distributed to all participants in the GA immediately after the Steering Committee meeting, due to meet the deadline of one month)

Please send any proposals/suggestions to the HPH Secretariat

before Monday 5 March 2007