

29th Meeting of the HPH General Assembly

Friday, November 19, 2021

8:00 – 12:10 CET (check these times)



International Network of
Health Promoting Hospitals
& Health Services

Participants (Name, location as stated by participant)

- SF Dr. Sally Fawkes, GB Vice-Chair, Australia
- IG Isabella Gitschthaler, Austria
- AS Dr. Alena Šteflová, Czech Republic
- MH Marianne Hochet, France
- AS Alan Siu, Hong Kong
- AR Dr. Ádány Róza, Hungary
- GSV Gabriella Szörényiné Ványi, Hungary
- DLZ Prof Diane Levin-Zamir, Israel
- AG Dr. Cristina Aguzzoli, Italy
- GF Dr. Giulio Fornero, Italy
- MF Dr. Mitsuhiro Funakoshi, Japan
- JL Jaekyung Lee, Republic of South Korea
- GW Gladys Wong, Singapore
- RH Dr. Ralf Harlid, Sweden
- MNL Dr. Ming-Nan Lin, Taiwan

Conference Secretariat

- BM Birgit Metzler, Austria
- JP Prof. Jürgen Pelikan, Austria

HPH Governance Board

- WZB Prof. Dr. Bożena Walewska-Zielecka, GB Chair, Poland
- HH Dr. Heli Hätönen, GB Vice-Chair, Finland
- IS Dr. Ilaria Simonelli, Italy
- CIB Dr. Cristina Iniesta Blasco, Spain
- MK Dr. Margareta Kristenson, Sweden

International HPH Secretariat

- OG Dr. Oliver Groene, HPH CEO, Germany
- KK Keriiin Katsaros, HPH Coordinator, Germany

GENERAL ASSEMBLY Session I

Welcome (attachment 1) GB Chair, B Walewska-Zielecka

(00:00:13) BWZ opens the meeting and presents the agenda. BWZ asks the GA for their approval of the 2020 May GA meeting report.

Discussion

RH asks for clarification about Attachment 3: Report from the Treasurer. OG clarifies that the attachment is the Terms of Reference (ToR) for the position of Treasurer and that the report with numbers about HPH expenses will come later. The ToR has already been approved by the Governance Board.

Decision

The May 2021 GA meeting report and agenda for the present meeting are approved.

Report from the Governance Board (attachment 2) GB Chair, B Walewska-Zielecka

BWZ presents an overview of GB activities since the last GA: monthly meetings; discussions with Int. Secretariat and Working Groups for completion of the Constitution, standards measurable elements (ME) document and excel tool; planning for HPH Conference in Paris.

Voting for open GB seat: Candidate Ralph Harlid (attachment 2)

(00:21:27) RH introduces himself and the GA anonymously vote on his election to the GB using Mentimeter.

Discussion

The GA congratulate RH on his appointment and are looking forward to his contribution.

Decision

By a unanimous majority vote, RH is voted to the HPH GB for a period of two years.

Report from the HPH Treasurer S Fawkes (attachment 3)

(00:34:15) SF thanks the GA for her appointment to the role as Honorary Treasurer. The role is important to bring transparency to the network. SF briefly outlines the ToR for the role (attachment 3) and presents the HPH Income and Expenditure report. The report presented include final accounts for the year 2019 and 2020 and preliminary accounts for 2021:

	2019	2020	2021 (preliminary)
Income	25.000€	176.977€	150.462€
Expenditure	42.309€	142.347€	149.688€
Surplus	-17.309€	34.630€	774€

SF recommends approving the accounts: all items were expected and within normal range, HPH Secretariat costs were fully in line with the contract. Some membership fee payments are still pending for 2021.

The GA votes on their acceptance or denial of the 2020 report using Mentimeter.

Discussion

CIB questions the lower income in 2019 and HH questions decreasing HPH income. OG answers that the income was lower during the transfer period as not the whole amount corresponding to the pro rata budget in 2019 was indeed received in the calendar year (the remaining amount was received in Q1/2020). Income in 2019 was like that in 2020, however the costs to run the Secretariat in Copenhagen were higher due to the higher personnel and social security costs in Denmark. A surplus of 10,000€ in unused travel funds from 2020 was transferred to 2021 to be used for the online platform development (as agreed in the previous GA). Additionally, around 10,000€ from three HPH networks are pending for 2021. Thus, in essence, income has been quite stable over the last years.

DLZ asks if International HPH Conferences generate fees for the HPH Network. OG: No, fees are separate and completely independent from the International HPH Secretariat.

RH comments that a procedure about deficits is not mentioned in the ToR, this should be discussed at the next GB Meeting. MK asks when the accounts for 2021 are finalized. OG agrees that deficits should also be addressed in the ToR and replies that accounts for 2021 are finalized in June 2022 (when the overall reports of OptiMedis are approved by the external auditor).

Decision

The accounts for 2019 and 2020 are approved with at least a 2/3 majority vote (12/14). The ToR will be updated to include procedures for deficits.

Short Break

HPH Constitution H Hätönen (attachments 4a, 4b, 4c)

(01:12:41) HH presents the goals of the Constitution Working Group, major changes undertaken, and a detailed development process (see attachment 4b). Major changes were made to align with the new definition of HPH, Global Strategy 2021-2025, and the Action Plan 2021:

- › Renumbering and reordering of Articles to be comprehensive and logical
- › Content changed as directed by the GA during previous GA meetings
- › New article on Standing Observers
- › Articles about Working Groups removed

HH asks the GA for a conditional approval of the updated Constitution.

Discussion

RH questions why “disease prevention” is not mentioned in the document. The GA answers: this is included in WHO’s definition of health promotion (DLZ). This is, however, not clear for everyone and should be stated explicitly in HPH documents (MK, HH, CA). The mission and governance structure should be distinguished (OG), acknowledging that while the Constitution addresses the mission, its real purpose is to define the governance structure and working processes of the network. He adds that after prolonged discussions last year, we updated our definition of health promoting hospitals and health services, this is stated in our Mission statement and Strategy document, any further processes should add onto the work we have already completed. JP suggests adding a sentence about health promotion to the Constitution.

MNL asks if more than one GB member can come from a country, larger HPH countries might be represented on the Governance Board; this is not mentioned in the Constitution. The GA answers that the Board should reflect that HPH is a network of networks. The one-per-country stipulation was defined during the election process last year, it is not a requirement in the constitution.

A conditional approval should be made today, however a process should be defined for any future changes. This document must be consistently updated as directed by the GA.

Decision

The GA accepts the approval of the updated Constitution after a majority vote. The Constitution WG shall address the definition of health promotion and disease

prevention, as well as include a stipulation regarding the number of GB members from a single country.

Standards Measurable Elements and planned Tools O Groene (attachments 5a, 5b)

(01:46:20) OG presents the development process for the Measurable Elements (ME), complementary tools, and plans for an interactive platform.

After the Standards were accepted at the May 2021 GA meeting, the same expert panel were invited to submit proposed MEs for each standard and substandard statement. A working group synthesized these responses, which were sent to the expert panel to evaluate. Using the feedback, a final list of MEs was defined and two complementary tools were produced: a .pdf document of the Standards and MEs and an Excel sheet. OG elaborates on how MEs can be used in quality improvement processes. Both tools are introduced.

An online “eCommunity” is planned, where members will be able to link relevant literature, best practice examples, videos, TF/WG working, etc. to each standard and substandard statements. A first pilot version is planned in early 2022.

Discussion

SF questions how the eCommunity will address the protection of intellectual property and the potential for parties to commercialize uploaded resources. OG answers that all uploaded content is for the purpose of sharing, however a disclaimer should be visible that requires users to reference intellectual property.

CA asks if there will be a possibility of having videos from the GB or from the secretariat to present the network and to start mentoring courses? OG: Yes, videos can be made and uploaded to present an example or explanation of specific standards.

BM comments that the Austrian HPH Network is working on the implementation of a web based self-assessment tool.

Decision

The ME document and plans for eCommunity are accepted by the GA.

15-minute break

GENERAL ASSEMBLY Session II

Task Force and Working Groups- Presentations MN Lin, J Pelikan

(02:13:39) MNL, Leader of the TF on HPH and Environment presents, achievements and progress, and challenges of his TF as well as his reflections after participating in COP 26 (see presentation for more detail). Achievements include a collaboration with Health Care Without Harm to hold the RISE Taiwan meeting and Green Hospital Taiwan Assembly. The Global Green and Health Hospital Manual was translated into Mandarin and available on the HCWH website. The TF held a workshop on dietary patterns on climate change at the 28th HPH International Conference, and Dr. Lin spoke at the Green Hospitals IHF event.

Challenges include encouraging more hospitals around the world to participate in climate and health issues. MNL provides his reflections on COP and makes the GA aware of the [COP26 Special Report on Climate Change and Health](#).

JP, Leader of the Working Group on Health Promoting Hospitals and Health Literate Healthcare Organizations presents achievements, current work, and challenges (see attachment for more detail). Achievements include the development of an international self-assessment tool on organizational health literacy (responsiveness). The tool has been translated into German and piloted in one Austrian hospital. The WG has produced many publications and given presentations at international conferences.

Planned activities include translation, cultural adaptation, and validation of the tool in Brazil, translation, and piloting in Norwegian, involvement in the WHO Action Network M-POHL, and a presentation at the 24th IUHPE World Conference in May 2022. JP invites any HPH network interesting in piloting the tool to contact him.

Discussion

The GA discusses the importance of both group's work and thanks them for their presentations. Every country is affected by climate change, and we must reflect this in our work.

International HPH Secretariat Update O Groene, K Katsaros (attachment 6)

(02:37:50) KK presents progress and pending activities for each of the three overarching goals defined in the 2021 HPH Action Plan, the roadmap to achieving the five-year HPH Global Strategy:

Goal 1: To influence governance, policy, and partnerships so that health systems and health services can reorient to health, wellbeing, and health equity outcomes

- › Progress: completed HPH brochure and closer collaboration to partners
- › Pending: new HPH networks, FENSA application, policy briefs, pending partnership agreement with HCWH

Goal 2: To build capacity of hospitals and health services to reorient by creating commitment, and adapting and sharing evidence, tools, methods & resources

- › Progress: completion of ME and tools, plans for eCommunity, TF websites live, organization of first TF webinar
- › Pending: statistical analysis of HPH media, briefing paper on capacity building needs of HPH members, websites for WG

Goal 3: To cultivate the next generation of HPH leadership.

- › Progress: contact established with Women in Global Health
- › Pending: mentorship program, briefing paper on next generation HPH policy & practice, linking to universities and training organizations

KK reports that membership numbers have remain fair consistent at around 600 members. Inquiries for the formation of 3 new networks have been received. The Secretariat has represented HPH at several events: World Hospital Congress, 2021 Global Health and Welfare Forum in Taiwan, 2021 Baltic Sea Region Seminar, Japanese National HPH Conference, and the 28th Int. HPH Conference. All networks are invited to contact the Secretariat for participation at their events.

OG adds that we would like to increase the visibility of HPH activities; this includes work of the TF/WG on our website and through webinars. BWZ asks the GA if they approve of the Secretariat's activities.

Discussion

In relation to Aim 3, SF suggests connecting with the Global Health Futures 2030 Youth Network (associated with The Lancet/FT Commission Growing Up in a Digital World) <https://www.governinghealthfutures2030.org/> and Prof Susan Sawyer, President of the Int. Association for Adolescent Health, based in Melbourne.

DLZ suggests cooperating with the Intl. Union of Health Promotion and Education.

Decision

The Secretariat's working plan is approved.

Conference Secretariat Update B Metzler

(02:59:20) BM presents on the 2021 Conference in Paris, 2022 Conference in Riva del Garda, Italy, and the 2023 Conference (see presentation for details).

2021 Paris, France

BM shows an outline of the division of tasks and responsibilities in planning for the Paris conference. Three contracts were in place: between the HPH Network and Int. Conference Secretariat; between the Conference Secretariat and the Local Host/RESPADD; and between the Local Host/RESPADD and the service provider, Compagnie Privée.

BM reports: 570 abstracts were submitted (90% from Asian countries and 10% from European Countries), 527 abstracts were accepted for presentations, there were two plenary sessions with 9 speakers and panelists, more than 350 registered participants, first virtual International HPH Conference.

Technical server problems led to many participants having difficulties to join parallel sessions and present.

Discussion

CIB reflects on participation numbers from the Asian continent. This should be considered when deciding on future conference locations. DLZ comments that the cost of virtual registration may have been in factor in registration numbers. The GA comments that a government's influence on HPH participation highly reflects HPH participation.

Conference keynote presentations will be available on the Conference Secretariat's website.

2022 Riva del Garda, Italy

The proposed dates of the conference are October 5-7, 2022.

A Mentimeter poll is conducted to gather information to be used in planning the 2022 conference and will be shared with the Italian team.

Discussion

DLZ informs the GA that this date is overlapping with the Yom Kippur High Holiday and that Israeli HPH members would not be able to attend.

International Conference 2023

BM informs the GA that they are accepting bids to host the 2023 Conference. A letter has been sent out at the beginning of November informing Networks of the opportunity.

Discussion

The GA informs BM that not everyone has received the letter and asks for her to resend it.

Decision

Proposals to host the 2023 Conference should be sent to the International Secretariat. BM will redistribute letters to Coordinators.

The Conference Secretariat should evaluate other date possibilities for the 2022 Conference.

AOB/ Discussion

No items were suggested.

Closing B Walewska-Zielecka

BWZ thanks the GA for their participation and wishes everyone a wonderful weekend.

A group photo is taken (see annex 1).

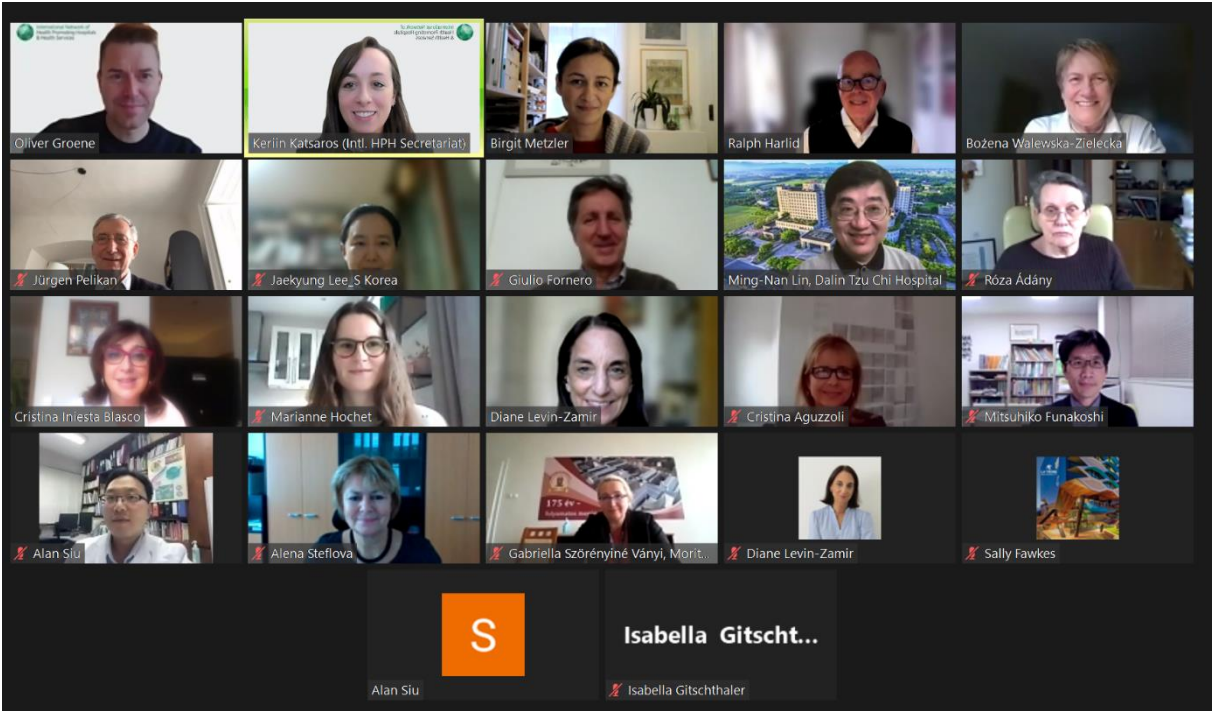
The General Assembly closed at 11:47 CET.

Action Items

Action	Assigned
Update ToR for Treasurer so that procedures for deficit in accounts is defined	International Secretariat
Considerations for next WG meeting: <ul style="list-style-type: none"> › clarification about the definition of health promotion/ disease prevention › clarify the membership of the GB in terms of representativeness and heterogeneity 	Constitution Working Group
Follow up with suggested partners re: Aim 3 of the GS and AP 2021	International Secretariat
Resend email about hosting the 2023 HPH Int. Conference	Conference Secretariat
Send proposals to host 2023 Int. Conference, if interested	All
Reevaluate date of 2022 Int. Conference as to include all HPH members	Conference Secretariat, Local Host

Annex 1

2021 HPH General Assembly group photo



Written by: Keriin Katsaros, Project Coordinator, International HPH Secretariat