

MEETING REPORT

In attendance:

PARTICIPANTS (NAME, LOCATION AS STATED BY PARTICIPANT)

SF	Dr. Sally Fawkes, GB Vice-Chair, Australia
MH	Marianne Hochet, France
AS	Alan Siu, Hong Kong
AR	Dr. Ádány Róza, Hungary
DLZ	Prof Diane Levin-Zamir, Israel
AG	Dr. Cristina Aguzzoli, Italy
GF	Dr. Giulio Fornero, Italy
MF	Dr. Mitsuhiro Funakoshi, Japan
GW	Gladys Wong, Singapore
MS	Dr. Manel Santiñà, Spain
RH	Dr. Ralf Harlid, Sweden
MNL	Dr. Ming-Nan Lin, Taiwan

CONFERENCE SECRETARIAT

BM	Birgit Metzler, Austria
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HPH GOVERNANCE BOARD

WZB	Prof. Bożena Walewska-Zielecka, GB Chair, Poland
HH	Dr. Heli Hätönen, GB Vice-Chair, Finland
YZ	Prof. Yanhui Zou, China
IS	Dr. Ilaria Simonelli, Italy
CIB	Dr. Cristina Iniesta Blasco, Spain
MK	Dr. Margareta Kristenson, Sweden
MNL	Dr. Ming-Nan Lin, Taiwan

INTERNATIONAL HPH SECRETARIAT

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

Orientation *HPH Secretariat*

KK outlines recommendations and rules for the online meeting, including using the chat function to provide feedback, raising hand to request to speak, and keeping microphones on mute. A practice Mentimeter round is undertaken, in which participants respond with their locations.

GENERAL ASSEMBLY SESSION I

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

BWZ welcomes and introduces each participant. The November 2020 GA meeting report and agenda for the present meeting are approved.

Report from the Governance Board GB Chair, B Walewska-Zielecka

BWZ presents and introduces the topics of today's meeting.

Former Governance Board members are thanked for their service and contributions: Antonio Chiarenza, PhD (Emilia- Romagna, Italy), Ming-Nan Lin, MD PhD (Taiwan), Alan Siu, MBA (Hong Kong), and Sally Fawkes, PhD (Australia), who will be acting as the new Honorary Treasurer. The GA is informed about an available GB opening, which will be voted upon at the next GA meeting. Interested candidates should send an email to the Secretariat to register their interest.

Additional activities include monthly GB meetings, planning for the upcoming International HPH Conference, and discussions about collaboration agreements.

BWZ reflects: it has been a challenge to grow HPH membership during the pandemic and we need to constantly improve to bring more value for membership. We have developed a strong Action Plan for 2021 and the handover of documents from the former GB and the development of the new Standards has provided great guidance and a strong foundation to grow on.

HPH Constitution (*attachment 2*) H Hätönen

HH presents attachment 2, which highlights main changes made to the HPH Constitution since the last GA meeting; changes are indicated in yellow. The main changes which have been made are:

Article I: All text has been modified.

Article II: Definitions of different levels of member status, Membership in the HPH network, individual members (where no HPH network exists) and a proposal for "affiliate members"

Article IV: Role and election of Treasurer- not yet defined

Article XI: Task Forces, small refinements

New: Standing Observers

Work on the Constitution is guided by discussions at the last General Assembly and the production of the new HPH Action plan 2021-2025. The group (HH, IS, MK, Susan Frampton, SF, ZY, KK) has been very active, 4 meetings have taken place, with much work in between.

Discussion

The following questions are asked by GA members:

- Will the votes of National/Regional networks count the same as votes from single members not belonging to a network? This has been discussed by the WG and a proposal to allow only network votes is underway.
- Will partnerships with the Schools for Health Network and those promoting workplace health be pursued? This supports the ideals of our network and could be pursued. The role of HPH is relevant and should be discussed.

The GA discusses the role of affiliated members, which is not the same as individual members. They do not have full involvement as health promoting hospitals or health services, however they should still have support from the network. Affiliate members have a different role (universities, NGOs) who collaborate or support HPH. GW comments that the wording in the constitution regarding the separate roles is not clear and should be edited.

OG reminds the GA that HPH is constituted under Swiss Law, which has different levels of registration. The current level of registration does not require published annual accounts and board structure. This creates problems with the tax status of the network in Germany. Outside of Switzerland, authorities must know who is running the network and what financials look like. Action is not needed immediately, but this must be addressed- more information will be given at the GA in November.

Decision

The GA accepts the approval of the Constitution amendments. The wording should be updated to clearly define affiliate and individual members.

Short Break

The HPH Action Plan 2021 (attachment 3) Intl. Secretariat

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: continued membership growth, marketing toolkit, increased presence through partnerships and presentations, initiation of Governance and Policy WG, links to WHO EURO/WHO HQ
- Pending: formation of new networks, policy briefs, FENSA application

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

- Progress: 2021 Standards developed / Further tool development in progress, plans for eLearning platform/app, amplification of TF groups
- Pending: statistical analysis of HPH media, briefing paper on capacity building needs of HPH members

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

- Progress: Identification of new HPH leaders, proposal for new TF group
- Pending: mentorship program, briefing paper on next gen HPH policy and practice, linking to universities and training organizations

Discussion

MK asks about progress made towards forming a National HPH Network in Israel. DLZ reports that three new hospitals joined last year, and two applications are underway. Discussions to form a national network are still pending. Goal 3 is appreciated. In Israel it is common to find men in leadership roles and there should be more opportunities given to cultivate the next generation of female leaders.

The Secretariat has had an initial meeting with Women in Global Health (WGH), led by Dr. Roopa Dhatt. WGH was initiated by Ilona Kickbusch, who was fundamental in shaping the HPH movement. Hospital personnel is overall approximately 70% women and 30% men, with a reverse proportion in management positions roles. This should be more balanced.

The GA discusses Goal 3. The next generation of HPH leadership should include those in other health professions, such as dieticians and nurses. The leadership aspect of these positions and their role in communication and health promotion also needs to be written into university and school curriculum. The Somogy County Moritz Kaposi General Hospital in Hungary is interested to participate in a mentorship program.

Coordinators write in the chat about progress in their countries and regions:

- RH: Sweden has focused on the new Standards, which have already been translated into Swedish. A tool is in development and the national network of healthcare directors have been invited to a discussion on how to develop the management of HPH.
- CA: the Venezia Giulia HPH Network has translated the Standards into Italian and will work to include them in workplans of the Italian networks
- MF: Japan is working on translation

New HPH Standards (attachment 4) *O Groene*

OG presents attachment 4, an overview of the development process of the new Standards and current work on defining measurable elements, implementation, and linking to eLearning.

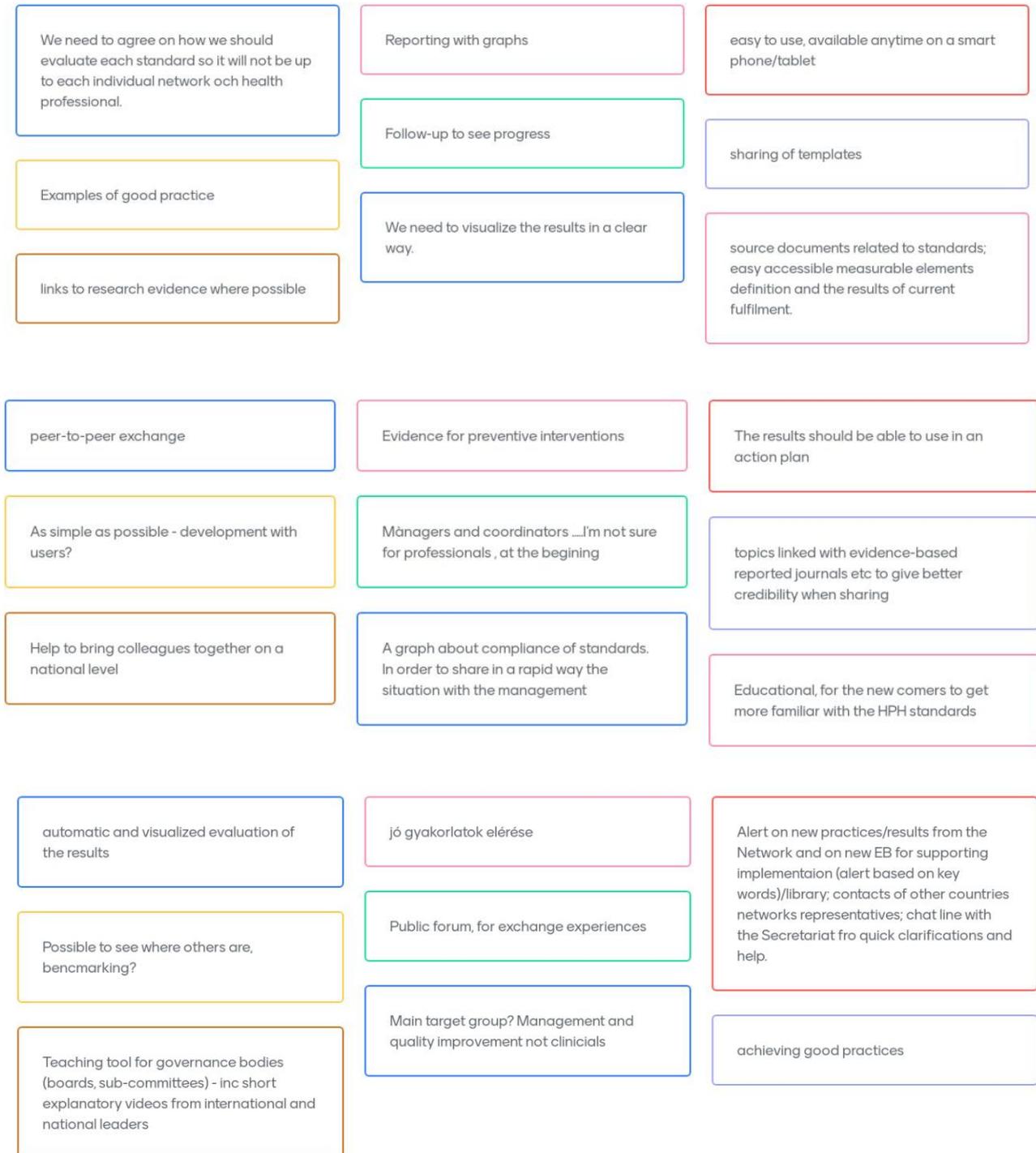
Currently, a process is underway to define measurable elements (ME) for each standard. Coordinators and TF/WG leaders have been invited to participate in this process. The deadline for submitting ME is June 6, 2021. After this, comments will be incorporated, and a final self- assessment tool will be made. It is planned to develop a .pdf document, excel spreadsheet and an interactive tool, such as an app and/or web-based platform.

A proposal outlining some high-level functions of an app is presented. The app would provide easy access to individual standards, allow for monitoring of progress, linking to models of best practice, training, and integrating resources developed by HPH TF/WGs. It is proposed to include translations in multiple languages and opportunities for discussion. IT protection is also important, this must be evaluated.

A Mentimeter poll is conducted (figure 1).

Figure 1 Results of Mentimeter poll, 28. May 2021

What functions would be most valuable in an interactive, HPH standards-based tool for HPH coordinators and for professionals?



Discussion

GA members comment that the Standards are a great basis for discussion with HPH stakeholders and are a great product of the network. They can be used to inspire and are an effective way to encourage mutual learning and peer review.

Feedback is given about the complexity of the language in some of the Standards, not all stakeholders are proficient in English. BWZ responds that it is the job of the coordinators to translate the document into language that those using it can understand.

The GA discusses who will be using a prospective app. This is different for each hospital or health service- sometimes managers oversee implementing Standards, in others it is floor nurses or other medical staff. There are different levels of user, each with their own needs and prerequisites. An interface that can be used on multiple devices (computer, tablet, phone) is important.

OG suggests that the Secretariat is developing this idea further, based on the feedback from the GA, and that the Secretariat is discussing options for the next steps with the GB.

Long Break

GENERAL ASSEMBLY SESSION II

Task Force Agreement and Presentations (attachment 5), B *Walewska-Zielecka*, I Simonelli, MN Lin

BWZ presents attachment 5, a draft for a proposed Task Force agreement. This was produced after the GA, where it was discussed to have a more formal agreement with Task Force leaders about their work and relationship to the HPH Network. This agreement has a term of two years, with the possibility of renewal.

IS, Leader of the TF on Children and Adolescents presents the group members, achievements and progress, and challenges (see presentation for more detail). Achievements include:

- A study “Adolescent and young adult patients as co-researchers. A scoping review” as part of a broader research project evaluating the involvement of young patients as co-researchers in the design and conduct of research in a hospital-based adolescent transition program.
- Round table discussions with the ‘Porto dei Piccoli ONLUS’ working in large Children’s Hospitals
- Pediatrician training on TF Standards and evidence-based decision making
- Four-year project on the impact of covid-19 on children’s rights to health in hospitals and healthcare services

Challenges include incorporating HPH principles and TF strategies at the national level, finding concrete ways to support the HPH Global Strategy, and disseminating results through network.

MNL, Leader of the TF on HPH and Environment presents, achievements and progress, and challenges (see presentation for more detail). Achievements include:

- Improved collaboration with Healthcare without Harm and the Global Green and Healthy Hospitals- new Standards were presented at annual conference, with emphasis on Standard 5 and the influence of hospitals on climate change
- Green Hospitals Taiwan Assembly- included over 100 participants from across Asia
- St. Luke’s Medical Center- Presentation of HPH and the future of planetary health
- Consultancy for Global Climate and Health Alliance

Discussion

The GA discusses the importance of both Task Forces and congratulates each leader on their achievements. Children and adolescents have faced additional challenges in the past year in relation to mental health. It is suggested to connect with Health Promoting Schools.

The role of hospital purchasing, and the procurement of goods is discussed. With the increased use of personal protective equipment during the pandemic, hospitals have had to focus on protecting their employees and have placed less emphasis on reducing plastic waste. The procurement of goods must be seen as green label. MNL gives an example of an awards program for hospitals who purchase primarily green label products.

The GA would like to hear more details about each TF's work and agrees that a webinar would be beneficial.

OG notes that this format – given a smaller number of Task Forces / Working Groups more room to present – seemed to work very well, as discussion on the progress was possible and appreciated by all. The secretariat will consider this for the planning of the next GA meetings. OG also congratulated the presenters and offers that the secretariat facilitates HPH-Wide seminars to allow for wider presentation of the achievements and more in-depth discussion with members. This would also support the overall brand development of HPH.

Decision

The TF agreement contract is accepted and will be sent to TF Leaders for signature. Webinars will be arranged with Task Force Leaders.

International HPH Secretariat Update *O Groene, K Katsaros*

KK shares a presentation highlighting the activities and progress of the International Secretariat since the last GA meeting. Highlights include:

Membership- The network currently has 606 members, which includes pending Lols. Although this number has fluctuated due to COVID-19, we have been able to consistently welcome new members with an increased number of applications coming from health services. The network is happy to welcome the Somogy County Moritz Kaposi Teaching Hospital from Hungary, where we previously did not have an active member.

Treasurer- Dr. Sally Fawkes was elected as HPH Treasurer at the previous GA meeting. In this role, SF will review financial accounts and report to the GA. OG states that this is a normal process in associations which will further add to the transparency of the network management. OG also adds that there are surplus funds from 2020 which can be used to finance network-wide activities, such as the development of the HPH Standards app.

Partnerships- Agreements have been signed with the International Hospital Federation (IHF) and the Global Network for Tobacco Free healthcare Services (GNTH). OG will participate in a panel discussion at IHF's conference in November and GNTH will run a parallel session at this year's Intl. HPH Conference. Both organizations have strong memberships in Africa and South America, where we would like to expand.

Representation- The Secretariat has presented at numerous meetings: Baltic Sea Region Seminar, Catalan Conference (Spain), Austrian colloquium meeting (Austria), French national Conference (France). please contact the Secretariat for presentations at your National/Regional events.

Communication- New websites for TF/WG will be published shortly. This will allow TF Leaders more space to share the work of their groups. Additional webinars are planned. A new HPH brochure is shown to the GA.

See attached presentation for detailed overview of activities.

Discussion

Delegates congratulate OG and team on a job well done.

SF will additionally be the Leader of the HPH Governance and Policy WG, who will seek out further policy links. She plans to work together with a young leader, to support HPH Goal 3.

The GA is excited about the production of the new HPH brochure and would like to have a closer look at the text and to have the opportunity to comment. The map in the brochure does not reflect actual HPH memberships. Community members should be added to the “HPH benefits” page.

Additional planned activities for 2021/2022 involve the initiation of a FENSA application, a collaboration with ISQUA to seek wider adoption of the HPH Standards into accreditation systems, and the production of policy briefs which spotlight key areas of work. These briefs can be used by policy and decision makers and to disseminate our findings.

CIB comments that the HPH Catalan network is interested in an opportunity to participate at IHF’s World Conference, as it will be hosted from Barcelona, Spain.

Decision

The GA should send all suggestions and comments on the new HPH brochure by to the Secretariat.

Conference Secretariat Update *B Metzler*

BM announces that the prolongation contract between the HPH network and Conference Secretariat has been finalized and signed. The contract has been extended until the end of 2022, which allows for the planning and production of the 2022 International HPH Conference. Due to health reasons, Jürgen Pelikan (JP) is not able to participate.

Preparations have continued to take place in planning for the 28th virtual Conference in Paris, “*Development of health-oriented health care management systems*”. The Scientific Executive Board and Committee have partaken in two feedback rounds on program design and content. The final program includes two plenary sessions with five keynote speakers. See attached presentation for details.

The deadline to submit abstracts has been extended until June 13th, 2021. The GA should redistribute information through their networks- more abstracts are needed! 95,3% of abstracts submitted are from Taiwan, 4,7% are from Europe.

GNTH will run a parallel session to talk about models of best practice and their Gold Forum. They will promote our conference on their website and to their members.

IS, Coordinator of the Regional HPH Network in Trentino, Italy has submitted a proposal to host the 29th International Conference 2022 in Ria del Garda, Italy. Preliminary conference topic: “*The Health Promoting Hospitals Network vision after the pandemic: best practices and lessons learned from science and society.*” The proposal has been well received by the other Italian Regional networks. Fees are based on criteria defined by the World Bank. Please see the attached presentation for detailed information on budget, location, and the organizers.

Discussion

The GA sends their well wishes to JP and thanks BM and MH for their work in organizing HPH’s first virtual conference.

The GA discusses the fees for this year's conference. MK comments that they are still quite high for a virtual conference. In Sweden, groups of people will be participating in the conference instead of individuals. This mitigates the high conference fee- perhaps this in an option for others.

The GA votes on the proposal for the 2022 HPH Conference.

Proposals to host the 2023 Conference should be sent to the International Secretariat.

Decision

The 29th International HPH Conference will be hosted by the HPH Regional Network Trentino, Italy.

AOB

No items were suggested.

A group photo was taken (see annex 1).

Closing *B Walewska-Zielecka*

BWZ thanks the GA for their attention and support during a challenging couple of months. As the end of the corona pandemic is nearing, the work of HPH is more important than ever.

The General Assembly closed at 12:05 CET.

Action Items

Action	Assigned
Address: clarity of affiliate/individual membership; voting of Networks vs. individual members	HH/ Constitution Working Group
Advance progress on HPH Action plan 2021	All
Complete proposal of measurable elements- deadline June 6 th , 2021	N/R Coordinators and Experts
Submit translations of the Standards to the Intl. Secretariat for formatting	Coordinators, All
Formalize relationship of TF and HPH network by signing contract	TF Leaders, Intl. Secretariat
Organize webinars	TF Leaders, Intl. Secretariat
Publish TF webpages	Intl. Secretariat

Annex 1

2021 HPH General Assembly group photo

