

Joint Action on Chronic Diseases and Promoting Healthy Ageing Across the Life Cycle

4TH EXECUTIVE BOARD MEETING MINUTES

Meeting date: 2 December 2014
Meeting location: Brussels, Belgium
Approval date: 18 March 2015
Prepared by: Marie Roseline Darnycka Bélizaire



OBJECTIVE: To strengthen collaboration and coordination between Work Packages (WP) and to self-evaluate the first year of the JA-CHRODIS.

LOCATION:

EuroHealthNet, Rue de La Loi, 67 (3rd floor), 1040 Brussels, Belgium

ATTENDANCE:

1. **Juan E. Riese** (*Coordinator*), Health Institute Carlos III (ISCIII), Spain
2. **Gonzalo Arevalo**, Director of European Project Office, ISCIII, Spain (via teleconference)
3. **Marie Roseline Darnycka Bélizaire**, Health Institute Carlos III (ISCIII), Spain
4. **Carolina Rodriguez**, Ministry of Health, Social Services and Equality (MSSSI), Spain
5. **Marian López Orive**, Ministry of Health, Social Services and Equality (MSSSI), Spain
6. **Caroline Costongs**, EUROHEALTHNET, Belgium
7. **Ingrid Stegeman**, EUROHEALTHNET, Belgium
8. **Cristina Chiotan**, EUROHEALTHNET, Belgium
9. **Enrique Bernal**, Instituto Aragonés de Ciencias de la Salud (IACS), Spain
10. **Ramón Launa**, Instituto Aragonés de Ciencias de la Salud (IACS), Spain
11. **Thomas Kunkel**, Bundeszentrale für gesundheitliche Aufklärung (BZgA), Germany
12. **Federica Mammarella**, Agenzia Italiana del Farmaco (AIFA), Italy
13. **Rokas Navickas**, Vilniaus Universiteto Ligonės Santariškių Klinikos (VULSK), Lithuania
14. **Elena Jureviciene**, Vilniaus Universiteto Ligonės Santariškių Klinikos (VULSK), Lithuania
15. **Marina Maggini**, Istituto Superiore di Sanità (ISS), Italy
16. **Flavia Lombardo**, Istituto Superiore di Sanità (ISS), Italy
17. **Jelka Zaletel**, National Institute of Public Health (NIJZ), Slovenia
18. **Anne-Marie Yazbeck**, Chafea (via teleconference)

AGENDA: the agenda is available at <http://www.chrodis.eu/wp-content/uploads/2014/12/AGENDA-.pdf>



OPENING SESSION

Caroline Costongs, Director of EuroHealthNet, welcomed the participants and explained the role of EuroHealthNet in dissemination activities across Europe. She highlighted the participation of the institution at other JA as leader of the WP on dissemination.

Juan E. Riese explained the objective of the 4th Executive Board (EB) meeting which has mainly been the review of the activities performed during the first year and to check the present situation as a starting point for the activities in 2015. He emphasized to keep in mind the objectives of JA-CHRODIS and their importance for the development of future strategies in chronic diseases' management across the EU.

PRESENTATIONS OF WORK PACKAGES

1. Every work package leader highlighted the most important achievements during the first year of implementation of the JA making a direct comparison among activities planned and activities performed indicating their level of accomplishment.
2. Leaders focused on the progress of the activities at work package level based on the Gantt chart agreed at the beginning of the Joint Action as modified in Mid-2014 after the Executive Board meeting in Rome on July 2014.
3. The leaders/co-leaders pointed out the hurdles and the challenges they faced during the first year of execution of the JA.
4. The participants expressed their satisfaction about their collaboration and performance of the JA and the collaboration together in the JA and how the activities are being implemented; however the coordination among partners could be improved.
5. Regarding WP3, the procedure to replace the WP3 leader began on November 4th, 2014. So far two Expressions of Interests were received from Germany and Spain. The coordination decided to extend the deadline and resend the request for proposal of interest to all partners involved in the JA including Collaborating Partners. Gonzalo Arevalo explained the process of negotiation with EHMA and YPE (Greek partners) to have resources to allocate to the new WP3 leadership. In this sense, the EB agreed on the ineligibility of the amount of 20,000 Euros for national evaluation budget by YPE. The EB underlined on the necessity to use the available fund as wisely as possible.
6. WPLs agreed on the need to partial access to the financial report from the Associated Partners in order to compare the work done in the WP with the number



of days declared in the reports, prior to their submission to the European Commission.

All the presentations are available at <http://www.chrodis.eu/events/4th-executive-board-meeting/>

AGREEMENT ON THE PKE REQUIREMENT DRAFT

The WP4 Leader sent the document to the EB on November 4th, 2014. EB partners replied with general and specific questions and comments. During the presentation, the requirements were presented and analysed for the Platform of Knowledge Exchange (PKE): the on line tools, clearinghouse, digital library and the online helpdesk. The human actors that are planned to be involved were explained, i.e., users, reviewers, referees, the help-desk manager and the system administrator. The functionalities among every PKE actors were described.

Multiple questions have been raised by T. Kunkel regarding the the human resources to be involved for the PKE, its sustainability, its scope and purpose. E.Bernal explained that JA-CHRODIS is developing a pilot using the resources allocated in the Grant Agreement. Once the pilot is concluded, the next phase will rely on the sustainability of the JA.

Practices will be ranked in a list and tacitly scored: the first one will be the best, the second in the list the following on in the ranking and so on. An alternative could be to group them into 3 categories: best, good and candidate. No practices will be classified as rejected.

It was raised whether Good Practices should have an “expiry date”. E.Bernal suggested 3-5 years. This issue will be reflected in the business plan.

General questions remain open on the scope and content of the online library as well as the functionalities of the Help Desk.

There are pending questions regarding the human resources needed from WP partners for the present development of the PKE which should be clarified during a next TC.

Additionally, an eventual collaboration with EIP AHA that would include an activity intended to transform existing EIP AHA practices from a number of EIP AHA Action Groups into CHRODIS format for evaluating them through the PKE was discussed. Early next year a meeting will be scheduled in order to exchange information on EIP AHA and CHRODIS platforms and possible collaboration.



OVERALL KEY CONCLUSIONS:

1. Improvement of the decision-making process.
2. Share reported partners person/days with work packages leaders.
3. The WP3 issue needs an urgent solution.
4. The EB agrees on YPE funds for national actions not eligible in JA-CHRODIS and will be part of the budget for the new WP3 leader.
5. The PKE functionalities have been presented but some questions on the functionalities are still under debate (questions presented by E. Bernal on power point slides, 2nd December EB). and are the basis for the next developmental activities.
6. Pending questions regarding the human resources needed from WP partners for the present development of the PKE will be clarified during a next TC.

ACTIONS TO BE TAKEN:

1. All WP leads should liaise with the JA-CHRODIS Communication Group to inform them about their deliverables, milestones achieved, relevant upcoming events and publications.
2. All WP leads should apply and contribute to refining the communication tools in place.
3. Preparation of the meetings on February 2015 (logistic, administrative and technical issues)
4. Clarifying and improving 'processes' (e.g. distributing dissemination costs,
 - a. ensuring materials reach appropriate partners in a cost-efficient manner,
 - b. guidelines for publication)
5. Sending to WPLs the number of persons/days reported by partners
6. Sending draft agenda of meetings to EB before Christmas 2014.
7. Development of the PKE business plan to be delivered until summer 2015.

