GOVERNING COUNCIL (GC) MEETING MINUTES
20 February 2020, 1:00 – 3:00 P.M. (CET) via WebEx

PLEASE LET THE INTERNATIONAL OFFICE KNOW IF YOU WANT ANY ADDITIONS/AMENDMENTS BEFORE 31 MARCH 2020. ONCE PUBLISHED ONLINE THE DOCUMENT WILL BE CONSIDERED FINAL AND REVISED.

Attendance

<table>
<thead>
<tr>
<th>Governing Council Members</th>
<th>In Attendance</th>
<th>Apologies</th>
<th>Absent without Apologies</th>
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<tbody>
<tr>
<td>L. Rispel</td>
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<td>H. Nieto</td>
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<td>W. Ricciardi</td>
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<td>D. Kondji Kondji</td>
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<td>M. Moore</td>
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<td>A. Te Patu</td>
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<td>G. Amofah</td>
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<td>G. Benjamin</td>
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<td>I. Nicoulet</td>
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<td>M. Lombeira</td>
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<td>S. Buttigieg</td>
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<td>S. Perdes</td>
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<td>X. Liang</td>
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<td>M. Lomazzi</td>
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<td>B. Borisch</td>
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<td>M. Mata</td>
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<td>Y. Heya</td>
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<td>M. Gissler</td>
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1. Session Opening & Declaration of Conflict of Interest (L. Rispel)
   • L. Rispel welcomed everyone
   • No conflict of interest declared.

2. Adoption of the Agenda (L. Rispel)
   • L. Rispel requested GC members for any comments or modifications on the Agenda. The Agenda was approved with no additions.

3. Approval Minutes November GC (L. Rispel)
   • Minutes were approved, subject to the correction of the spelling of Gissler.

4. Welcome to new GC member from CPMA (L. Rispel)
   • L. Rispel welcomed X. Liang to the GC and he introduced himself, and indicated his willingness to contribute to the work of the Federation, as was the case with his predecessor.
5. Matters arising from 2019 GC meetings

5.1. Governance Review

- L. Rispel tabled a revised written proposal on an independent review of the by-laws, with assessment by a Geneva-based lawyer. In principle, GC members supported the proposal, but raised concerns about the possible costs of such review. L. Rispel will get a couple of quotes for an independent review and secondly will ask A. Salamian about the cost of reviewing the revised by-laws to comply with Swiss law.
- L. Rispel will circulate the information to GC members, with the aim of reaching a decision via round robin before the next GC meeting, which will only be held in May.

**Decision:**
1. L. Rispel will get quotes and bionotes for the Governance review

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<td>1. B. Borisch will send contact details of another Geneva-based lawyer to LR for a quote.</td>
<td>BB</td>
<td>By end of March 2020</td>
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<td>2. LR will get quotes and share estimated costs of the bylaws review with GC members</td>
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5.2. Terms of the Executive Director. Recommendations by the Nomination Committee

- The discussion was held in camera, at the end of the meeting. GC members noted the recommendation of the Nomination Committee, and the information that the first term of the current executive director will be in May 2021. In line with the bylaws, a yearly performance evaluation of the executive director will be performed and the process should be set in motion.

5.3. Appointment of Treasurer

- B. Borisch reported that she had informal discussions with Carlo Signorelli on whether he was willing to serve as WFPHA treasurer. L. Rispel raised concerns about the possible conflict of interest that may arise, as Professor Signorelli is current EUPHA treasurer, as well as co-chair of the World Congress Organising Committee. W. Ricciardi noted that CS term as Treasurer is ending, and the conference will be held in October 2020. This means that there should be less of a potential conflict of interest. GC members supported this suggestion of CS as Federation treasurer.
L. Rispel indicated that the Finance Committee should provide additional support, and that the treasurer is accountable to the GC through the Finance Committee.

**Decision:**
L. Rispel will approach Prof Carlo Signorelli and write a formal email to request him to support the WFPHA as treasurer.

### 5.4. Committee on Membership/Dues
- The Committee has not been able to meet, but will present a report at the next GC meeting.

### 5.5. Update on Interaction with Public Health Association of New Zealand
- Adrian was asked to update the GC. He indicated that the leadership has changed, but that the matter had been resolved.

### 5.6. Review of Travel Expense Policy
- Noted that there are gaps in the current policy. M. Moore suggested that the revisions be part of the review of bylaws.

### 5.7. 2019 Income and Expenditure Report Including Membership fees
- We closed 2019 better than previous year, financially wise. L. Rispel noted that this was a deficit budget, and pointed out that salary costs constitute a large percentage of expenditure. L. Rispel pointed out that an amount of US$7500 was transferred to the University of Witwatersrand and paid for the travel costs of G. Amofah and H. Nieto. This is apart from the donation from ASPEN, which was transferred in July 2019. This needs to be corrected on the spread-sheet and reclassified as Revenue.

### 5.8. 2020 Budget Approval by GA
- Budget is under preparation is will be ready to be approved in May at the GA. L. Rispel suggested that M. Lomazzi arranges a Finance Committee meeting and GC, and subsequently send out for approval by email to the GA in May. GC agreed to have email voting on the budget in May.
6. Discussion on Strategic Role of WFPHA in Public Health Emergencies of Global Proportions

- L. Rispel tabled a document for discussion that raised the role of the WFPHA in public health emergencies.
- CPMA requested encouragement and support letter and protective masks. However, given the financial situation of the Federation, this might not be possible. We may need to approach somebody else or fundraise specially for this matter. Action would need to be fast.
- Following discussion, it was agreed that quick communications or responses would be critical. This would need to be done in conjunction with the relevant national public health association. This would also be an opportunity to remind people of the importance of public health, and its functions.
- Suggested that G. Amofah and S. Buttigieg put together a one-pager on the Federation’s response on these kinds of public health emergencies.

Decision:
G. Amofah and S. Buttigieg should be develop a one-pager on what should be the Federation’s communication and/or emergency response in case of these public health emergencies.

Noted that in terms of our bylaws, any statement would need to be approved by the President and GC.

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<tr>
<td>L. Rispel asked to prepare the supporting letter CPMA is requesting and a statement together with the Public Health association of Australia and highlight whether there is something WFPHA could do.</td>
<td>G. Amofah &amp; S. Buttigieg</td>
<td>As soon as possible</td>
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7. Withdrawal of Bid by the Colombia PHA as Host for 2022 World Congress on Public Health.

- L. Rispel tabled a document that highlighted that the Columbia PHA withdrew their bid, hence there is no candidate for hosting 2022 World Congress. She proposed that we open a bid for 2023. However, M. Gissler pointed out that we have open bid for 2024. Given the difficulty of reaching agreement, L. Rispel suggested that Mika, Marta and Bettina should present a proposal to be discussed at the next GC meeting.
8. **Appointment of New Office Manager and Proposed Staffing Policy (L. Rispel)**
   - B. Borisch welcomed and introduced M. Mata as new Administrative Manager. Proposed staffing policy discussion will be postponed due to lack of time.

9. **Members (M. Lomazzi)**

   9.1 **New mutual partnership proposal**
   - World Farmers Organization & In-depth analysis.
     M. Lomazzi presented the background work that she did on to the World Farmers Organization as new partners. The analysis revealed that the activities are aligned with those of the Federation, and they can add value as partners. I. Nicolet, S. Buttigieg and G. Amofah raised concerns, and L. Rispel indicated that the Federation should be cautious. L. Rispel suggested that we approve the partnership at the GA meeting, but only for a 1-year period. This would need to be reviewed after one year. GC members agreed to this proposal.

   (b) **World Veterinary Association.** B. Borisch reported that she had met them in person, and they will be a valuable partner especially in relation to efforts to fight antimicrobial resistance and the current corona virus outbreak. The GC approved the partnership proposal.

   9.2 **New regionalization of members**
   - M. Lomazzi presented the background to the proposal to align the Federation’s regions with WHO regions. This will also allow more participation from some national public health associations. The proposal was agreed in principle. L. Rispel proposed that the document be circulated to GC members. This proposal was circulated by email on 21 February 2020 and was approved by GC members on 23 February 2020.

10. **G Suite Migration Proposal (S. Buttigieg)**
    - This proposal was tabled during 2019. S. Buttigieg highlighted the benefits of the migration. However, S. Buttigieg and M. Lomazzi have not been able to meet or have a discussion. S. Buttigieg proposed a transition period of 2 months. The transition should be easily done as the servers are in Europe. Once approved, we can switch in May 2020 to official WFPHA email. L. Rispel requested S. Buttigieg to circulate the written document to GC for round robin approval before the May GC meeting.

11. **VP President Elect Application (M. Lomazzi)**
    - Only 1 nomination of Prof Luis Eugenio De Sousa has been received within the timeframe (deadline 31st Jan). GC supported this application. The candidate will be proposed to the GA as the only candidate for vice-president/president elect.
12. OHWG Webinars (M. Lomazzi)
- OHWG run a very successful webinar series with a lot of participation. It complied with current agreement with Colgate. We are doing a proper communication to reach more people as per usual process as well as continue education after webinar.

- Organisation of the congress is running well and on timely manner. We already got confirmation of some interesting speakers. L. Rispel requested an update to the GC on the different milestones achieved for the Congress, and indicated that she is not familiar with the progress and/or developments regarding the conference. A formal update will be prepared in May by W. Ricciardi

14. Vaccination taskforce (M. Lomazzi)
- L. Rispel suggested that this matter will be deferred to the next meeting, as we did not have time to discuss it.

15. AOB
   15.1. Report back of advisory board meeting in January 2020
- L. Rispel referred GC members to the minutes of the advisory board meeting that was part of the meeting documentation

   15.2. World Health Assembly and GC meeting in May
- Next GC meeting will be held in May by WebEx – the date will be communicated soon following a poll to determine the most suitable date.

GC & GA @ World Congress on Public Health
Place: Università Cattolica del Sacro Cuore, Rome, Italy

Saturday October 10 2020
- Morning: committee meetings
- Afternoon: GC meeting

Sunday October 11 2020
- From 9 am: GA