

**EG on Primary Health Care  
Second Meeting  
Stockholm, Sweden  
10 October 2006**



<b>Title</b>	Meeting Minutes
<b>List of annexes</b>	Annex 1 – List of participants Annex 2 – List of documents submitted to the meeting
<b>Submitted by</b>	Secretariat
<b>Summary / Note</b>	These minutes present the most important information and statements presented, as well as, where available, the conclusions and decisions made during the meeting

### **1. Welcome and opening of the meeting**

The Head of the NDPHS Secretariat, Mr. Marek Maciejowski, opened the Meeting and the Host Country representative, Ms. Kerstin Ödman of the Swedish Ministry of Health and Social Affairs, welcomed the participants and recalled Sweden's role as the Lead Partner for the NDPHS Primary Health Care Expert Group (PHC EG).

The meeting participants briefly introduced themselves.

### **2. Adoption of the Agenda**

The Meeting **adopted** the Provisional agenda (submitted as document PHC 2/2/1).

### **3. Election of Chair and Vice-Chair of the PHC Expert Group**

With reference to the information contained in the Provisional Annotated Agenda (submitted as document PHC 2/2/2), Sweden introduced their candidate (Dr. Carl-Eric Thors) for the PHC EG Chair position and distributed Mr. Thor's Curriculum Vitae.

The Secretariat invited the Meeting to elect Dr. Thors and proposed that he chair the rest of the meeting.

The Meeting **elected** Mr. Carl-Eric Thors as the PHC EG Chairman and **adopted** the Secretariat's proposal.

The Secretariat referred to an e-mail the Secretariat distributed to the NDPHS Partners on 29 September 2006 in which Poland presented its candidate, Dr. Zbigniew Król, to become Co-chair of the PHC EG.

The Chair invited the Meeting to propose other candidates for the position, should they wish to make additional nominations. No other nominations were suggested. The Chair proposed to elect Dr. Zbigniew Król.

The Meeting **elected** Dr. Zbigniew Król of Poland to the position of PHC EG Co-chair.

#### **4. Information about the PHC EG history and the progress made thus far**

Sweden invited Ms. Paula Vainiomäki, the former PHC EG ITA, to recall the history and actions of the group thus far. In doing so, Ms. Vainiomäki referred to the PHC EG Helsinki 2005 Workshop Report (submitted as document PHC 2/4/Info 1, together with the attached PowerPoint file submitted as a separate document: PHC 2/4/Info 1/Add. 1).

After the presentation by Ms. Vainiomäki, Mr. Leif Persson requested that the Meeting return to the two PowerPoint slides (submitted as PHC 2/4/Info 1/Add. 1 *Attachments 3 & 4 to the PHC EG Helsinki 2005 Workshop Report*) for review and clarification. Ms. Vainiomäki further discussed the content of the slides and encouraged the PHC EG representatives to assess whether the goals specified in the slides continued to represent the objectives of the Expert Group.

The Chair invited Sweden to present the PHC EG Mandate adopted by the CSR in April 2005 (submitted as document PHC 2/4/Info 2).

In response to questions from the meeting participants, Sweden clarified the voluntary nature of the NDPHS Partners' support of the Expert Groups.

As a background for discussion, Sweden also distributed and presented the Partnership Work Program document that was adopted by the Partnership Annual Conference on 18 November 2005.

The Meeting **took note** of the presented information.

#### **5. Revitalizing the PHC EG and making progress toward its objectives**

The Chair invited the Meeting to discuss further actions to ensure progress towards the PHC EG objectives as spelled out in the EG's mandate adopted by the CSR.

Mr. Leif Persson introduced the Expert Group letter of support from Mr. Göran Carlsson, the Executive Director of the East Europe Committee of the Swedish Health Care Community (SEEC) (submitted as document PHC 2/5/Info 1) and recommended, on Mr. Carlsson's behalf, that the Meeting consider Dr. Mikhail Dotsenko of St. Petersburg for the position of EG International Technical Advisor (ITA).

In reference to Mr. Persson's statement, Sweden suggested that the SEEC's funding could be used to finance an ITA.

The Secretariat recalled that SEEC's funding offer contains certain conditions, one of which is that the funding must somehow be linked to Russia. The Secretariat advised that the EG, before considering these conditions, first create an action plan which states its goals and then afterward consider whether the SEEC's conditions of funding are in alignment with the priorities of the PHC EG.

Sweden proposed the possibility that the PHC EG apply to another Sida division, in order to fund other countries within the Northern Dimension region.

In accordance with the Secretariat's suggestion, the Chair proposed that the Meeting move to review the Terms of Reference.

The Secretariat presented the PHC EG Terms of Reference (submitted as PHC 2/5/1) that were developed with reference to the PHC EG Mandate adopted by the CSR 5 in Vilnius 2005 and taking into account the Partners' responses to the distributed NDPHS Questionnaire. The Secretariat advised that, following review and comments by the PHC EG, the Proposed Terms of Reference would be submitted for adoption by the CSR 9.

Ms. Mary Collins of WHO Moscow introduced her proposed revisions to the Proposed Terms of Reference.

The Meeting **agreed** that the Secretariat would send out the revised Proposed Terms of Reference for further review and comments before it would be submitted to the CSR 9 for adoption.

The Secretariat, in order to benefit the revitalization of the PHC EG, presented the conclusions of the HIV/AIDS EG Meeting that took place in Paris on 4-5 October 2006.

## **6. Project Database and Project Pipeline**

The Secretariat briefly presented information about the NDPHS project proposal entitled *Database on Public Health Projects in North Eastern Europe and its neighbouring countries* (cf. document PHC 2/6/Info 1) and invited the members of the Expert Group to volunteer to participate in the Project Database Steering Committee and consider how they would be involved in the individual work packages. The Secretariat also proposed that it would send a document to the PHC EG outlining the various ways in which to integrate the EG representatives into this work.

The Meeting **agreed** with this proposal.

Further, the Secretariat introduced a brief description of the NDPHS Project Pipeline (submitted as document PHC 2/6/Info 2) and informed that the Pipeline mechanism would be integrated into the Database in the future.

The Meeting **took note** of the presented information.

## **7. Information about NDPHS Partners' activities**

Participants briefly informed the Meeting about the activities of their countries and organizations that were of relevance to the PHC EG.

The Meeting **took note** of the presented information.

## **8. Strategy/Action Plan for 2007**

Based on the discussions during the previous agenda items, the Meeting discussed the components of the PHC EG Strategy/Action Plan for 2007.

The Meeting considered that a draft work plan would be sent to the PHC EG participants for comments by 20 October. The Lead Partner would then send the revised work plan to the Chair and Co-chair of the PHC EG for finalization by the first week of November.

The Meeting **approved** this proposal.

## **9. Next PHC EG Meeting**

The Meeting **decided** upon the date 16-17 January for the next PHC EG Meeting (location TBA).

## **10. Any other business**

No matters were discussed under this agenda item.

## **11. Adoption of the PHC 2 Meeting minutes**

The Secretariat proposed that it would send out a draft PHC 2 Meeting minutes to participants on 17 October 2006 and that comments on the draft would be due, at the latest, on 23 October 2006. A revised report would then be distributed on 24 October 2006 to be adopted, *per capsulam*, provided that no further comments are submitted within one week.

The Meeting **agreed** to this proposal.

## **12. Closing of the meeting**

The Meeting concluded at 17.00 hours.

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<b>Reference</b>	Annex 1
<b>Title</b>	List of participants
<b>Submitted by</b>	Secretariat
<b>Summary / Note</b>	This list includes participants who attended the meeting

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<b>Reference</b>	Annex 2
<b>Title</b>	List of documents
<b>Submitted by</b>	Secretariat
<b>Summary / Note</b>	This list includes documents submitted to the meeting

**Main documents**

<b>Code</b>	<b>Title</b>	<b>Submitted by</b>	<b>Date</b>
• PHC 2/2/1	Provisional agenda	Secretariat	21/09/06
• PHC 2/2/2	Provisional annotated agenda	Secretariat	21/09/06
• PHC 2/4/Info 1	PHC EG Helsinki 2005 Workshop Report	Lead Partner Sweden	21/09/06
• PHC 2/4/Info 1/Add. 1	Attachment 3 & 4 to the PHC EG Helsinki 2005 Workshop Report.	Lead Partner Sweden	21/09/06
• PHC 2/4/Info 2	Mandate of the PHC EG as adopted by the CSR	Secretariat	21/09/06
• PHC 2/5/1	Proposed Terms of Reference for the EG on Primary Health Care	Secretariat	06/10/06
• PHC 2/5/Info 1	Letter from Mr. Göran Carlsson, the Executive Director of the East Europe Committee of the Swedish Health Care Community (SEEC)	Lead Partner Sweden	21/09/06
• PHC 2/6/Info 1	Database on Public Health Projects in North Eastern Europe and its neighbouring countries: a proposal submitted by the NDPHS to the EC for funding in May 2006	Secretariat	21/09/06
• PHC 2/6/Info 2	Brief description of the NDPHS Project Pipeline	Secretariat	21/09/06

## Auxiliary documents

<b>Code</b>	<b>Title</b>	<b>Submitted by</b>	<b>Date</b>
• PHC 2/Info 1	Practical information for participants	Secretariat	21/09/06
• PHC 2/Info 2	Preliminary timetable	Secretariat	21/09/06
• PHC 2/Info 3	List of documents submitted to the Meeting	Secretariat	21/09/06
• PHC 2/Info 3/Rev. 1	Revised list of documents submitted to the Meeting	Secretariat	06/10/06
• PHC 2/Info 4	Preliminary list of participants	Secretariat	06/10/06