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## Minutes of the General Assembly 2018

September 13<sup>th</sup>, 2018 – Biel/ Bienne, Switzerland

### Participants (members)

#### In-person:

(Victoria-Australia),  
(Catalonia-Spain)  
(Switzerland)  
(Switzerland)

#### Online:

(Taiwan)  
(The Netherlands)  
(Sweden)  
(Austria)  
(Czech Republic)  
(Finland)  
(Norway)  
(Andalucia-Spain)  
(Andalucia-Spain)

### Collaborative Partners

#### In-person:

(Ireland)  
(Ireland),

#### Online:

(HPH Secretariat).

#### Apologies:

(Ireland)  
(Germany)  
(Czech Republic)  
(France)

#### Minutes taken by

(Switzerland)

**Type of meeting:** In person meeting from 14:00 to 17:00h

### **1. Welcome and Introduction**

Mr. Rudi Gasser opened the meeting on behalf of Miriam Gunning by welcoming everyone to Biel/ Bienne and invited all (in person and online) to briefly introduce themselves.

### **2. Statement from the Board**

Susann Koalick (Vice-President) outlined the key activities and achievement of the Board and Global Network of 2018.

**3. The agenda for the General Assembly 2018 was approved unanimously by members (in person and online) at the General Assembly.**

### **4. Minutes GA 2017**

Rudi Gasser asked whether there have been matter arising. No comment. Therefore, the minutes of the General Assembly 2017 (they have been sent beforehand) were approved unanimously by members (in person and online) at the General Assembly.

### **5. Presentation Membership**

Laura Anton presented the most recent changes regarding the Global Network Membership (Article 5 of the statutes of the association).

Members of the Global Network are healthcare services. Healthcare services may join either as part of a regional or national network (comprising 3 or more healthcare services) or as a single healthcare service. Members are represented at global level by one representative who has one vote.

The coordinating Institution of a network member, who has responsibility for supporting local development and communication and representing members on the global level, may be a healthcare service. If the Coordinating Institution is not a healthcare service, it may then hold associate membership of the Global Network.

Other organizations or individuals who are committed to the aims of the Global Network may join as associate members. Associate members do not have a vote.

Requests to become a member must be addressed to the Coordinating Centre as per the prescribed process and criteria, which are determined by the Board and approved by the General Assembly".

To have specific information about the types of members it was presented the Membership leaflet available at the GNTH website <https://goo.gl/oxVtvV>.

In this brochure are the requirements for membership described, the participation rights/obligations and the vote possibilities.

## 6. Approval Statutes

Rudi Gasser asked for approval. The statutes then were approved unanimously by members (in person and online) at the General Assembly.

## 7. Financial Reports

Laura Anton (Treasurer) presented the Financial Report for the year 2017/2018.

The summary Income & Expenditure for the period of 1<sup>st</sup> of July 2017 to June 30<sup>th</sup>, 2018 was outlined.

See details in the previously circulated Financial Report.

Estimated Budget for 2018/2019 presented based on maintaining activity levels in line with the previous year.

The Financial Accounts were approved unanimously by members (in person and online) at the General Assembly.

## 8. Network Progress Report

Rudi Gasser presented overview success criteria 2015-2018

- Clear roles and responsibilities (some details see Administration changes – next paragraph)
- Interactive website with up-to-date, easily accessible information up-coming events and current topics
- Identified models of good practice
- Online platform for the exchange of evidence-based practice in relation to policy implementation, tobacco prevention, treatment and cessation support for users of tobacco in all its forms
- Increased membership (1.753 healthcare services; with 15 single members there are close to 1.770 members)
- Increased member activity on website
- Improved membership process
- Evidence of improved quality of implementation among members gathered
- Wider participation in sharing and learning activities

- A greater variety of initiatives to motivate information exchange and an online training support programme
- Improved engagement with HPH
- New partnerships
- Increased collaboration (e.g. France with 670 healthcare services) and visibility internationally

There is a sustainable funding Action Plan and funding is secured for 2018-2021

## Coordinating Centre Activity Report

### 2017

- Vienna Pre-conference: 66 participants
- Gold Forum Process: 14 candidates from 5 countries, 13 successful
- Gold Forum Jury: 17 (8 senior, 8 Members 1 trainee), 12 members represented
- Spring Workshop Mendrisio: 30 people
- Andalucía Conference – GA 2017:15 inperson,7 online, 17 members represented + HPH
- Board Meetings: 9 online meetings

### 2018

- Gold Forum Process: 15 candidates from 7 countries, 15 successful
- Gold Forum Jury: 26 (11 senior, 11 members, 4 trainees) 11 members represented
- Board Meetings: 5 online meetings to June

## Website update

Rudi Gasser requests the members to explore the website with its interactive tools.

There is a possibility to develop a new tool to create interactive data comparison within regions and worldwide.

But this tool would entail significant expenses. So far, the budget of the Global Network has not contributed to the development of the website at all. All costs have been covered by Barwon Health/ Australia.

The Irish association does already successfully work with this tool. Therefore, Martina Blake offered some further details.

Rudi will send Trevor Philips and Martina Blake the proposal he has, to identify strength and weaknesses and gain better and more detailed information.

<https://www.tobaccofreehealthcare.org>

The Global Network  
for Tobacco Free  
Healthcare Services

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## Why go Tobacco Free?

Healthcare services worldwide play a vital role in proactively addressing the tobacco epidemic in order to protect population health. So, if your healthcare service wants to get involved, this is a great

## What are the Global Standards?

Reviewed in 2015, these evidence-based standards address key elements known to be important in achieving

## Why participate in the GOLD Forum Process?

The GOLD Forum recognises healthcare services working at the highest level of implementation of tobacco

## Network Administration changes

Network Administration changes





Ann O'Riordan  
Global Network  
Administrator



## NEW

- Administrator to the Global Network Board - Global Network Coordinating Centre  
Gerard Cooke, IRELAND
- GOLD FORUM 2018/19 Administration - Barbra Strecker, FTGS SWITZERLAND

### 9. GOLD Forum 2018/2019

Susann Koalick stressed the importance of an external observer (this year it is Kate Frazer from Ireland).

She thanked Ann O’Riordan for the support in the past and gave a short summary of this year’s pre-conference in Bologna with the extraordinary key-note speaker Carlo DiClemente.

She explained the changes made in the process due to the feedback in the past with the help of the survey monkey questionnaire.

The goal is constant improvement.

Therefore, any ideas for improvement by the members are welcome.



**BREAK 15:30 – 16:00**

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## 10. Partner Update HPH

Mr. Thor Bern Jensen (Technical Officer - The International HPH Secretariat) gave an online presentation.

The HPH has 652 members.

Very important are the five HPH task forces on various topics, such as migration, equity & diversity; environment, implementation and monitoring of WH HPH standards.

All participants of the meeting can be information of each of the Task Forces: [http://hphnet.org/index.php?option=com\\_content&view=article&id=18&Itemid=452](http://hphnet.org/index.php?option=com_content&view=article&id=18&Itemid=452)

Please be aware, only information for the first four TFs are available on the website. The Mental Health Care Task Force closed down before it got started, and the TF on Update on WHO standards are quite new and have not developed a sub-site yet.

In addition, there are working groups on patient and family engaged health care and health literate health care organizations.

Thor Bern Jensen stressed the big success of the HPH conference in Bologna and the extraordinary good cooperation with the GNTH. He explicitly engaged members of the GNTH to give input to the next HPH conference and participate in the conference in total.

There will be a new website and key documents could be included there.

He encouraged everybody to develop ideas and topics for further collaboration.

For more detailed information see the presentation of Thor Bern Jensen on the Global Network website.

Rudi thanked Thor for his participation and acknowledged the strong history of collaboration.

## 10. Activities and Future Plan's Templates

Due to the limited time, only some could present their templates.

- Ireland:
- Czech Republic:
- Austria:
- Catalonia - Spain:
- Taiwan:

- Andalusia - Spain:
- Victoria - Australia:
- Switzerland:

All of the templates will be published on the website of the Global Network.

#### **10. AOB**

The next steps are GNTH Board:

Formation of a working group for the GNTH Strategy 2019-2022.

Welcome to all members.

No any other business items were presented.

#### **11. Closure**

Rudi declared the GA closed by thanking FTGS / GNTH Switzerland for organization and thanking all online participants from the GNTH Networks and collaboration Partner.