

**PCS International General Assembly  
Annual Meeting  
17 September 2010 – Munich, Germany**

**MEETING AGENDA**

<b>1. Introduction</b>	Poul Erik Hansen, President
<b>2. Acceptance of 2009 General Assembly Minutes</b>	Jugna Shah, Secretary
<b>3. Closing Accounts and Acceptance of the 2009 Financial Report</b>	Ginny Jordan, Treasurer and Poul Erik Hansen, President
<b>4. Executive Committee Officer and Member Elections and One Minute Presentations From All Candidates</b>	Jugna Shah, Secretary and Jiro Okochi, EC Member
<b>5. PCSI Website</b>	Jugna Shah, Secretary
<b>6. BioMed Activities</b>	Poul Erik Hansen, President
<b>7. Submitted Proposals</b>	Poul Erik Hansen, President
<b>8. PCSI 2010 Summer and Winter Schools</b>	Jeff Hatcher – PCSI Member
<b>9. Future Conferences and Events</b> <ul style="list-style-type: none"><li>• 2011, Canada</li><li>• 2012, Avignon</li><li>• 2013, Helsinki</li><li>• 2014, Madrid</li><li>• 2015, Stockholm</li><li>• 2016, Malaysia</li></ul>	Poul Erik Hansen, President
<b>10. Other Business/Items for Discussion</b>	Poul Erik Hansen, President
<b>11. Election Results</b>	Jiro Okochi, EC Member

**The following individuals attended the General Assembly meeting.**

<b>First Name</b>	<b>Family Name (Surname)</b>	<b>Country</b>	<b>Signature</b>
Chris	Aisbett	Australia	Yes
Syed	Aljunid	Malaysia	Yes
Irene	Bohlin	Sweden	Yes
Mette	Bork Hansen	Denmark	Yes
Cédric	Bousquet	France	Yes
Dana	Burduja	Romania	Yes
Maria	Friis Larsen	Denmark	Yes
Ingela	Fröjd	Sweden	Yes
Darren	Gerson	Canada	Yes
Shahram	Ghaffari	Iran	Yes
Steve	Gillett	Hong Kong	Yes
Poul Erik	Hansen	Denmark	Yes
Jeff	Hatcher	Canada	Yes
Jacob	Hofdijk		Yes
Terri	Jackson	Canada	Yes
Lena	Johansson	Sweden	Yes
Jacob	Johnson	Ireland	Yes
Virginia	Jordan	United Kingdom	Yes
Kristiina	Kahur	Estonia	Yes
Gloria	Lombardi	Belgium	Yes
Daniel	Louis	U.S.	Yes
Ceu	Mateus	Portugal	Yes
Brian	McCarthy	Ireland	Yes
Julianna	Nagy	Hungary	Yes
Jiro	Okochi	Japan	Yes
Camilla	Østerballe Pedersen	Denmark	Yes
Martin	Perry	Canada	Yes
Karl P.	Pfeiffer	Austria	Yes
James	Ravindran	U.S.	Yes
Jean-Marie	RODRIGUES	France	Yes
Christian Claus	Schiller	Austria	Yes
Jugna	Shah	U.S.	Yes
Olafr	Steinum	Sweden	Yes
Stephen	Sutch	United Kingdom	Yes
Marita	Svensson	Sweden	Yes
Anna	van Poucke	Netherlands	Yes
Martti	Virtanen	Finland	Yes
Michael	Wilke	Germany	Yes

## MEETING MINUTES

### 1. Introduction – Poul Erik Hansen, President

Poul Erik called the meeting to order, welcomed everyone, and introduced the agenda.

### 2. Acceptance of Minutes from General Assembly held on 12 November 2009 in Fukuoka, Japan.

Jugna distributed several copies of the 2009 General Assembly meeting for review and asked for attendee approval. The minutes were approved by the attendees of the 2010 General Assembly.

### 3. Financial report 2009, Ginny Jordan, Treasurer

Virginia Jordan, the PCSI Treasurer presented 2009 opening and closing balance information along with 2009 income and expenditure figures as shown below. PCSI holds three financial accounts at Credit Agricole Loire Haute-Loire in, St Etienne, France. These accounts are show in Table 1below:

**Table 1 – PCSI – Type of account**

Type Of Account	
CCHQ	Cheque Account
CSL	Deposit Account
TITR	Deposit Account

### 2009 Closing Accounts

As identified in the CCHQ Account (Tables 2 and 3 below) there has been an increase in the financial balance of the organisation of this account during 2009 from 20,538 to 72,919 Euros. In addition the organisation has maintained the CSL and TITR account balances resulting in a closing balance of all 2009 accounts of 95,410.02 Euros. The main explanation is the success of 2009 Lisbon conference generating a profit of 43,559 Euros and the 2009 summer school generating a profit of 10,381 Euros. The 2009 financial accounts are described in Tables 2-6 below.

**Table 2 – 2009 CCHQ Account**

CCHQ	Euros
Opening Balance 1 Jan 2009	20,538.86
Total Income 1 Jan – 31 Dec 2009	113,391.11
Total Expenditure 1 Jan – 31 Dec 2009	61,010.09
Closing Balance 31 Dec 2009	72,919.88

**Table 3 – 2009 CCHQ Account Income & Expenditure**

<b>CCHQ</b>	<b>Income</b>	<b>Expenditure</b>	<b>Balance</b>
International Conference			
Conference	70,226.87	26,667.48	43,559.39
Sub Total	70,226.87	26,667.48	43,559.39
Summer School			
Summer School	41,891.24	31,509.37	10,381.87
Sub Total	41,891.24	31,509.37	10,381.87
Other			
Other	1,273.00	2,774.82	1,501.82
Bank Charges	-	58.42	58.42
Sub Total	1,273.00	2,833.24	1,560.24
<b>TOTAL</b>	<b>113,391.11</b>	<b>61,010.09</b>	<b>52,381.02</b>

**Table 4 – 2009 CSL Account**

<b>CSL</b>	<b>Euros</b>
Opening Balance 1 Jan 2009	2,559.14
Total Income 1 Jan – 31 Dec 2009 (Interest less tax)	85.28
Total Expenditure 1 Jan – 31 Dec 2009	0
Closing Balance 31 Dec 2009	2,644.43

**Table 5 – 2009 TITR Account**

<b>TITR</b>	<b>Euros</b>
Opening Balance 1 Jan 2009	19,848.94
Total Income	0
Total Expenditure	582.87
Closing Balance 31 Dec 2009	19,266.07

It is anticipated that there would have been a small increase between the 01/01/2009 opening balance and the 31/12/2009 closing balance which would have taken into consideration a percentage for interest minus any tax concession on the interest. The TITR account was constituted some years ago and it is thought it is a longer term account that may contain a financial application to stock markets (not confirmed). If the stock market doesn't perform well then this would explain the reduction to the beginning and end year balances.

**Table 6 - 2009 Closing Account Balances**

<b>All accounts</b>	<b>Euros</b>
Financial Position 31 Dec 2009	
CCHQ	72,919.88
CSL	2,644.43
TITR	19,266.07
<b>TOTAL</b>	<b>94,830.38</b>

Attendees of the General Assembly were asked to approve the 2009 closing balance by Virginia Jordan. The 2009 closing balance of 94,830.38 Euros was unanimously approved by attendees.

*2010 opening and account balance information as shown below was presented.*

**Table 7 – 2010 Account Opening Balances**

<b>Type of Account</b>	<b>Euros</b>
CCHQ	72,919.88
CSL	2,644.43
TITR (estimated)	19,266.07
<b>TOTAL</b>	<b>94,830.38</b>

**Table 8 – All account balances 0/01/2010 to 12/07/2010**

<b>All accounts</b>	<b>Euros</b>
Financial Position 12/07/2010	
CCHQ	88,834.98
CSL	2,688.48
TITR (estimated)	19,266.07
<b>TOTAL</b>	<b>110,789.53</b>

The increase in the CCHQ account is in the main due to the success and generation of a profit from the 2010 summer school.

**Table 9 – Summer School 2010**

	<b>Euros</b>
Income	33,250.00
Expenditure	19,655.76
Profit	13,594.24

#### **4. Executive Committee Officer and Member Elections and One Minute Presentations From All Candidates, Jugna Shah and Jiro Okochi**

Jugna announced that she cannot run the election process since she's running for the position of Secretary and therefore, Jiro will take the lead on running the process and will receive assistance from Ceu and Carl to count ballots. Jiro invited the following nominees to make 1 minute presentations:

- Dana Burduja – VP
- Anna van Poucke - VP
- Syed Aljunid – Committee Member
- Steve Gillett – Committee Member
- Kristina Kahur – Committee Member
- Brian McCarthy – Committee Member
- Steven Sutch – Committee Member

*Note 1: Carlos Elvira withdrew ½ hour prior to the start of GA meeting.*

*Note 2; Jugna Shah did not make a presentation since the position of Secretary that she was running for was uncontested.*

#### **5. PCSI Website**

This is still a work in progress and still needs to be updated. Ceu has volunteered to serve as the Information Officer and one of her jobs in that role will be to help coordinate additional content for the web-site. Attendees were asked to provide their suggestions and ongoing input on ways that we can improve the website.

#### **6. BioMed Central**

PCSI papers will once again be published on the website and should be present there in early October.

#### **7. Submitted Proposal**

One proposal was submitted by Thomas Schongolla over e-mail. His proposal was shared at the General Assembly meeting by Poul Erik since Thomas was not present at the conference. Poul Erik explained that Thomas' proposal has to do with being able to have more transparency in the organization and that the EC will do everything it can to bring more transparency to the organization. The Summer School has been profitable and that's good because it helps to fund other things, including our annual conference. In about four weeks we'll know the financial results of this conference and can make that information transparent.

## **8. PCSI 2010 Summer and Winter Schools**

Jeff presented information on the upcoming Winter School to be held in Dublin, Ireland from January 24-28, 2011. The 5 day course will be held at the ESRI facility. Attendees were invited to visit the PCSI website to obtain more information on the program, the application form, accommodation and travel info, and fee information.

Ceu gave an update on the 2010 Summer School which had 30 participants. She also explained that the 2011 school will again take place in Evora, Portugal and will be held from June 14<sup>th</sup> – 19<sup>th</sup>, 2011 and that registration and other information will be available soon on the PCSI website.

## **9. Future Conferences and Events, Poul Erik Hansen, President**

Poul Erik reviewed the list of countries below with attendees. These countries have indicated they are interested in hosting future conferences.

- 2011, Canada
- 2012, Avignon
- 2013, Helsinki
- 2014, Madrid
- 2015, Stockholm
- 2016, Malaysia

Terri asked whether these future conference locations are fixed and if PCSI has firm commitments from these countries. Poul Erik explained that Canada is set for 2011. Jean-Marie indicated that for 2012, the Popes Palace in Avignon has already been booked. The commitment to host the conference in Finland in 2013 is also firm. The PCSI EC sent a formal request to the key individuals in Finland as requested.

There was a discussion with lots of input from attendees about future conferences and events and the types of things that should be taken into consideration, including the following:

- Ceu feels the registration fee for the Munich conference was too high and was not happy with the fact that the Gala Dinner fee was not included in the overall registration fee. She indicated she would not be able to attend the Gala Dinner because her institution like those of many others cannot pay such a fee for a dinner event. She expressed that we do not need luxurios conferences that are costly, but instead we should aim to have great events and nice venues where we can still manage to have a fee of no more than 500 Euros that is inclusive of the Gala Dinner and the PCSI membership fee. She said it was very expensive to come to Munich during Oktoberfest and next year's conference will also be expensive for our members since they will have to travel to Canada.

- Dan Louis agreed with Ceu and asked the EC to have some requirements regarding the conference fee. He also asked that future conference venues are selected carefully and with hotels that are nearby so that attendees can reach the conference site by foot. Poul Erik explained that the venue for Canada is a combined conference center and hotel so attendees can stay on-site and we are working out a price so that this is possible. He also explained that we hope the fee for next year will be close to 500 Euros inclusive of the Gala Dinner and the PCSI membership fee. Jean-Marie explained that hotels in Avignon will be within walking distance to the conference venue at the Popes Palace. Marti explained the same to be true for Helsinki.
- It was mentioned that Madrid might be interested in hosting the conference in Madrid in 2014 but this needs to be double checked.
- The Coders Association in Sweden will not be able to offer a firm commitment until March 2011 for the conference in 2015.

#### **10. Other Business/Items for Discussion**

- Jacob Johnson said that PCSI should make all of the information about the EC public including the minutes of their meetings and things in general that help explain what is going on in the association. He also said that most people would not mind to help so if there is work to be done that we should reach out to others and ask for their help/input. He also said that he believes people should be allowed to vote even if they do not attend the conference
- Jacob Hofdijk explained that we had some bad experiences in the past with allowing people who were not present at the conference to vote which is why we stopped allowing that practice.
- Jugna Shah said that she'd like the association to consider only allowing voting to occur at the GA meeting. This way people would come to the meeting and learn more about the association, what it is doing, and also hear from the people who are running for a position. When we allow voting to occur by absentee ballot, people do not get to know any information about the candidates running and they skip the GA meeting.
- Dan Louis said that we should not blackmail people to come to the GA just to vote and maybe if we held the GA meeting at a more convenient time then more people would attend.
- Jean-Marie agreed with Jugna that we should not allow absentee ballots.



- Steve Sutch expressed that the idea of the absentee ballot was so we could be more democratic and have more votes cast.
- Ceu Mateus expressed that we should keep absentee ballots but we really need to be sure that we announce elections in advance and those running should decide at least one week prior that they are running and provide the Secretary with their bios. Then these people can present themselves on the first day of the conference, maybe at the opening session or something so that people can get to know them before the voting has to occur.

In general, the attendees of the General Assembly asked the EC to improve the election procedures/process.

Jacob Hofdijk indicated the European Federation of Medical Informatics has formed a working group around international medical informatics and would like to have some collaboration with PCSI on data processing, data collection, and other related issues. Ultimately, it would be nice to have someone from each country to be a member. Jacob is the Secretary of EFMI

Jean-Marie and Jugna asked Jacob to provide more information about what this collaboration could mean for PCSI. We'll need a contact name and link on our website for each person/country if we are going to promote/collaborate with this.

## 11. Election Results

The following are the results of the election which took place by both absentee ballot and also by live ballots cast at the General Assembly.

### **60 absentee ballots were cast**

**33 live ballots were submitted** during the General Assembly (*two were not included in our counts because they were submitted on an absentee ballot form, which is not allowed; nine submitted ballots were not signed, therefore they also were not counted and finally one ballot was submitted with someone's name who was not present at the conference so it was also not counted*)

### Officer Positions

Dana Burduja - Vice-President

Jugna Shah - Secretary

### Committee Members

Kristina Kahur

Brian McCarthy