

IFHE NEWSletter Issue 2015/4 Dec. 2015

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IFHE is pleased to report that our web resource is attracting a significant amount of use. It is already a lot of people looking at the web page and also at our group on Facebook. This is a unique resource where health professionals and others can browse, find information and exchange knowledge on hospital engineering and topics related to the increasing amount of healthcare delivered around the world.



It brings together guidelines, training resources and other materials, for use by health professionals and community workers. It also contains materials which can be downloaded and given to colleagues. It covers issues ranging from architecture, hospital technology and specific issues such as ventilation, electrical safety, laundering and water quality, to protection of specific groups such as those with HIV/AIDS or undergoing immunosuppressive treatments.

Please enjoy the IFHE newsletter, but also follow us on Facebook. Please look at www.ifhe.info.

Gunnar Baekken

IFHE General Secretary

Presidents Column December 2015

Words from the President



In this last message of the year I want to share the improvements in the Latin American area with the rest of the world.

After the 23th IFHE Congress held in Buenos Aires during october 2014, the enthusiasm in working for the specialization in hospital technology has increased notoriously. The National Associations from Brasil, Costa Rica, Cuba, Chile and Argentina are already very active organizations, Mexico is receiving their "A" IFHE certificate by the end of November, Colombia is working in the reactivation of their pre-existent local institution, and Peru, Paraguay and Haiti are starting to build up their own incipient but promising national Associations.

A calendar of events, several training courses and the opening of channels for information exchange are being planned to consolidate the Regional Group that will have an important meeting in Rio de Janeiro in 2017, in coincidence with the 50th IFHE Council Meeting.

The next international Congress in The Hague will let us evaluate the progress of the different working groups and reinforce the commitment of IFHE representatives in the development of its Strategic Plan. It will be a perfect opportunity to share wonderful human and technical experiences.

I wish a Merry Christmas to all the members of the IFHE family and I hope that the New Year 2016 may bring peace and happiness to all the world!!!!

Liliana Font

IFHE President

Report from FSTL's autumn conference October 26 - 27..

FSTL organizes two main conferences pr year.

The autumn conference is always in Trondheim and it is run by the FM staff in St Olavs hospital under the firm hands of Gunnar Baekken. This is a short version of the discussions.



This year the committee had composed a comprehensive and tight program. The conference have always the same location, Scandic Nidelven Hotel. A nice venue with a reputation for its excellent breakfasts and lunches.

Day One

A short opening ceremony and all 100 delegates from Norwegian hospitals and companies and a couple of invited persons from abroad were warmly welcomed by Gunnar Baekken.

Some hospitals did not send delegates and we hope that this trend will change for the futures congresses, because it is mandatory to stay together in the future to face all our challenges mutually. Reduction in cost, environment, pollution and CO2 reduction. Hospitals has big role to enhance all this matters.

First speaker was a MP from the Labour Party, Karianne Tung. She talked about the complexity of the health care business. and had the following key notes:

- * Hospitals are the property of the community
- * Bad economic governance is the most disturbing influence of an organization.
- * Small can also be good.
- * Big tend to be to big
- * Forward always forward. Use technology.
- * Hospitals can not be governed by remote control.

Next speaker was the new director, Ann Elisabeth Wedø, of the newly started organization, "Sykehusbygg HF"

This organization is built on the experiences that was made during the construction of the St. Olavs Hospital in Trondheim. That organization had finished their task and was to be ended. Some persons meant it was terrible to split up an organization with huge amount of experience how to construct hospitals. The new "sykehusbygg" is founded on the remains of the old organization and it is under direct control of the Ministry of Health.

The main office will be in Trondheim.

It will be the nave of knowledge in Norwegian hospital construction.

It is first of all meant to take responsibility for bigger development plans, more than 500 mill NOK.

The director drew her visions how to develop the new organization and would listen to experiences done in other countries.

There is many new plans for new hospitals in the future in Norway.

They will have a close cooperation with the technical University, NTNU, in Trondheim.

There will be a dialogue with the companies in the hospital business.

Askjell Utaaker, director in Bergen, spoke about new plans for development for the University hospital in Bergen.

Will they also use the capability of Sykehusbygg HF.

As long as it is the best solution, economic and technology.

The session was ended by a short debate in the panel of speakers.

- * It seems that it is agreement that Sykehusbygg HF will be widely used.
- * There is a need for standardization in the business too.
- * Use the experience from the users.
- * Quick development

After lunch we heard speakers talk about.

- * Development projects in Norway
- * Sources of Knowledge.
- * How to build up databases



- * Flexibility in hospital buildings
- * Always make enough time for a testing period before take over

Day Two

An actress had a very constructive and funny lecture about communication and rhetoric. It is very important how you talk to people, to be correctly understood. But don't be afraid of making mistakes.. Today the most important property is to be willing to change. Trust that you can make a development in your organization.

Leadership is to make things happen through other persons.

Leaders must

- * See every individual
- * See oneself.

Conclusion

- * We are behind the new development in building up "Sykehusbygg HF"
- * Standardization is a necessary
- * Listen carefully to the users
- * Common goals.
- * Quick development if the organization
- * Looking forward to the report from "Sykehusbygg HF" on the next conference.

Ole Rist

Honorary member.

The Presidents message to the possible new colleagues in Haiti

On behalf of IFHE, International Federation of Hospital Engineering I want to welcome architects and engineers working in Haiti for the development of Hospital Technology. You have a very serious responsibility in this moment and sharing experiences with other institutions and colleagues will be of great support for you.

IFHE is a non-profit, non-political, non-governmental, organization created in 1970 aiming to encourage links between different geographical and professional groupings.

In its statutes IFHE establishes as main goals:

- >To promote, develop and disseminate hospital engineering technology.
- >To compare international experience.
- >To promote the principle of integrated planning, design and evaluation by improved collaboration between the professions.
- >To promote more efficient management of operation, maintenance and safety of hospitals, their engineering, installations, equipment and building.
- > To offer collaboration with other international organizations.

In October 2014 I assumed as President of this institution and one of my principal objectives was to consolidate the Latin American Regional Group and now I feel happy to say that Brasil, Costa Rica, Cuba, Chile, Uruguay and Argentina are working as active IFHE "A Members". Next November 27 Mexico will join this group and Colombia, Perú and Paraguay are trying to advance in the same direction.

A calendar of events, several training courses and the configuration of channels for information exchange are being planned to consolidate the Regional Group.



In the global scene, the recently created Working Groups will allow all IFHE members to enhance the opportunity of updating and discussing matters about Environmental Policy, Sustainability, Safe Hospital, Education, Publications and Library, among others. The annual publication IFHE DIGEST and the ten-month-yearly Health State Journal edited by IHEEM, the British Association, are available for all the members and open to different subjects from different countries.

In the knowledge of the serious problems of your Healthcare System due to natural disaster I invite you to organize your technical local group as soon as possible, in the belief that it will be of great help in the near future.

Have a great first meeting!!

To IFHE 'A' National member organizations

INTERNATIONAL FEDERATION OF HOSPITAL ENGINEERING (IFHE) COUNCIL MEETING NO.49 – ADVANCE NOTICE 1

Dear National member organizations,

Advance notice is given that Council meeting no.49 will be held on Sunday 17th April 2016 at 09h00, in conjunction with, and prior, to the IFHE 24th International Congress 18-20 April at the World Forum Congress Location, The Hague, Holland. Information in regard to the venue of the Council meeting will be provided in a later notice.

National member Organisations are requested to indicate, as soon as possible, whether it is their intention to be represented at the Council meeting, and, if so, to name and provide contact details of their accredited Council representatives. Identified representatives will be entitled to register for the Congress at a fifty percent reduced fee.

Early responses will assist in assessing the numbers of attendees, and in the making of appropriate arrangements. Please reply to the General Secretary, copy to the IFHE Administrative Secretariat in Portsmouth.

The notice formally convening the Council meeting, together with accompanying documents, will be sent in due course.

Yours sincerely,

Gunnar Bækken

IFHE General Secretary

THE IFHE LIBRARY

PRESENT SITUATION

The LIBRARY was created following the Barcelona 2008 IFHE Congress by Francisco Castella, then IFHE President, with the collaboration of Gunnar Bækken as General Secretary and Jonas Ellingsen as webmaster for the www.ifhe.info

The objective was to collect, and classify by themes, technical articles written by IFHE members and make them accessible to readers by means of a specially designed browser.

The difference to other browsers in the web is that in this case the authors are IFHE members and they could be easily accessible by email for further consultation and discussion, if the author authorizes it. That represents an additional advantage, promoting the communications into the Federation.

The sources are papers presented at national and international congresses as well as articles edited in Journals and mainly in the IFHE Digest publications. Nowadays the Library contains 185 articles. The most used language is English, but we admit other official languages of IFHE like French or Spanish, but in all cases the articles have a short abstract in English. At present the software is operating very well. The reader will find some short guidelines on its use.

How to use it – The library should be quite easy and intuitive to use. When you access the Library-page, all themes (categories) are checked by default and all articles are listed below. Articles are listed in chronological order, according to the date they were published, with the newest on top.



By checking one of the themes, the library shows only the articles sorted under this specific theme. Click on one of articles in the list to obtain a preview with a short abstract, information about authors, source etc. To browse the full article, click on the blue download button. Use the search-function to find articles by authors, themes, phrases etc. The clear-button sets the library-page back to the state it was when you entered it.

Subjects: Technology- Planning & Management- Energy & Sustainability- Infection Control – Safety - Air Quality - Communications (ITC) - Maintenance - Architectural Design - Medical Equipment - Construction & Remodeling

DEVELOPMENT

The IFHE Executive Committee considers that the LIBRARY is an important part of the web because its technical-scientific content reflects the knowledge that the global community of IFHE members have on hospital themes and because it could be a way of communication and consultation for health professionals at an international level

Therefore, the objectives we propose may be summarized as

- Actualization (revision and improvement of the present classification)
- Growing (more collaboration)
- Promotion (as means of contact and consultation)

To that :

- The National Associations issuing periodical publications (Journals or similar) will be requested to advise authors to send selected articles .The National Associations will produce advertisements to promote the Library through members
- The increase of Latin America member countries will lead to an increase in the number of articles in Spanish (with a short English abstract as now)
- New promotional strategies like the creation of an IFHE Award

THE AWARD

In the IFHE Council Meeting 48 / Turku June 2015, it was agreed the creation of the IFHE AWARD (First winner plus 2 runners up) .

The prizes will be awarded by the Meeting of the Executive Committee in Le Hague 2016

The trophies and certificate will be delivered during the opening ceremony of the Congress

THE JURY will comprise:

- Liliana Font , President of IFHE
- Gunnar Baekken , General Secretary
- Francisco Castella, Coordinator of the Library
- Andy Wavell, Coordinator of the IFHE Digest
- Alfredo Sartorio , Coordinator of Latin-American papers

CRITERIA FOR EVALUATION :

- The interest of the message
- The innovation of the matter
- The educational presentation
- The usefulness ,applicability of the proposals

COMPETITION IS OPEN FROM NOW ON.

The article will have a maximum of 3.000 words plus graphics, tables and images as necessary

The author will include in a separate document a short presentation as below

- Title :
- Author / s :
- e.mail :
- Professional data:
- Source



•Abstract (maximum 100 words)

The documents will be forwarded by e.mail to the members of the Jury to the following addresses, before 31 of March 2016

| | |
|---------------------|--------------------------------------------------------------------------|
| •Liliana Font | fontliliana@gmail.com |
| •Gunnar Baekken | g.baekken@stolav.no |
| •Francisco Castella | f.castella@telefonica.net |
| •Andy Wavell | a.wavell@tiscali.co.uk |

The author will receive a confirmation of reception / acceptance

International Federation of Hospital Engineering Minutes of Council Meeting No. 48

Held on Monday 1st June 2015 at 9am in Radisson Blu Hotel, Turku, Finland.

1.0 Welcome:

General Secretary Gunnar Baekken welcomed everyone and President Liliana Font who was in the Chair, formally opened the meeting expressing her hope for an interesting and constructive working day.

Before business was commenced there was one minute silence in memory of Basil Hermon and Vinson R Oviat who had both passed away since the last meeting.

The Chairman gave a short report on the previous day's Executive Committee (ExCo) meeting, highlighting in particular the ongoing work of updating the Statute and Standing Orders and her aim of involving a wide range of "A" Members and others with particular knowledge and skills, in working groups - to be discussed later in the Agenda.

Host representative Juha Rantasalo welcomed everyone to Finland and outlined arrangements for the meeting; the congress registration and transport to the Congress venue in the Logomo Conference Centre. Juha also gave a brief overview of the IFHE Europe Congress Programme.

2.0 Attendance:

2.1 Attendance register:

An attendance register was circulated showing an attendance of;

- 10 ExCo Members
- 28 Council Members
- 1 Observer and 1 "E" Honorary Member

ie A total of 40 people from 21 countries. Details of attendance as follows:

ExCo Members;

President Liliana Font

First Vice President Douwe Kiestra

Second Vice President Darryl Pitcher

Immediate Past President Ole Rist

General Secretary (Joint) Gunnar Baekken and Ronnie Browne

Treasurer Steve Drinkrow

Additional ExCo Member Steve Rees, Christian Bender and Fabio Bitencourt

"A" National Members Represented by

A 001 IHEEM UK Andy Wavell

A 003 IHF France Jacques Roos and Didier Bouvard

A 006 NVTG Netherlands Perry van de Graaf and Piet Visser

A 009 IHEA Australia Darryl Pitcher (ExCo Member)

A 010 SAFHE South Africa Steve Drinkrow (ExCo Member)

A 012 VTDV Belgium Roger Albertijn, Paul Merlevede and Dirk De Man

A 013 AEIH Spain Francisco Castella ("E" Honorary Member)

A 014 IHS Switzerland Simone Consonni and Tomas Butcher

A 015 FSTA Denmark Kaj Hyldgaard Olesen and Mogens Kaas Thrane



A 017 WGKT Germany Matthias Schwabe
A 018 CHES Canada Steve Rees (ExCo Member)
A 020 HEAJ Japan Francis Kiyoshi Morimura and Yoshihisa Hirayama
A 022 HATINI Indonesia Johnny Sinaga and Soegianto Chandra
A 025 AADAIH Argentina Alfredo Julio Sartorio
A 028 FSTL Norway Bjorn Ringen and Vidar Smalas
A 035 ABDEH Brazil Marcio Nascimento de Oliveira
A 038 AFHE Finland Juha Rantasalo and Minna Alhonen
A 040 OVKT Austria Josef Aumayr and Diethard Gstir (Observer)
A 043 BEAM Malaysia Shamsuddin Mamat and Tn. Hj. Md. Jalal bin Bongkik
A 044 SIAIS Italy Marcello Fiorenza
A 049 HCI USA Walt Vernon

2.2 Apologies:

Apologies were received from Bernard Shapiro (SAFHE), Enrico Milone (FENATO), Yasushi Nagasawa (HEAJ), Tauran Zaidi (BEAM), Hans-Peter Aebischer (IHS), Cesar Garrido Rodrigues (CCAINH) and Martin Krammer (OVKT).

2.3 New Representatives:

The President extended a particular welcome to new representatives and asked all attendees to briefly introduce themselves.

3.0 Minutes of Meeting No. 47.

Minutes had been circulated prior to the meeting.

Ronnie Browne, Joint General Secretary, recommended several amendments which ExCo believed would improve the accuracy of the Minutes; they were as follows:

- In Item 5.5.2 the statement in brackets at the end of that item should be prefaced by "The outstanding requirements in respect of the three applicant organisations were satisfactorily dealt with immediately after the meeting and consequently....."
- In Item 9.3.3, the sentence beginning "BS expressed concern about the proposed voting system", should terminate at that point, removing reference to Standing Orders and the President's casting vote. That latter point to be added to the end of 9.3.3 with the final sentence to read "These are situations which would not arise if Council was to adhere to established voting policy with the President entitled to a casting vote."
- In Item 9.3.5, the second paragraph to be reworded to say "The General Secretary announced that IHEEM had been eliminated in the first stage." Also in Item 9.3.5, the first part of the final paragraph to be removed with the paragraph now to read "At the conclusion of voting the President announced a count of 14 in favour of IHEA and 7 in favour of SIAIS."

These amendments were agreed unanimously and without further discussion.

Joint General Secretary, Gunnar Baekken advised the meeting that the Immediate Past General Secretary, Bernard Shapiro, had requested that the record should note his regret that as a result of lateness of receipt of relevant documents and time limitations he had been unable to provide comment on "all of the several minutes and agenda items which are considered to warrant further input." This was duly noted.

Acknowledging the point made by Bernard, Gen. Sec. Gunnar advised that the aim going forward was to streamline arrangements for minutes and other papers to provide more adequate notice of agendas and subjects for discussion.

3.1 Approval: The President requested approval to the minutes with the amendments referred to earlier and this was agreed unanimously (Proposed by Andy Wavell and Seconded by Steve Rees).

4.0 Matters Arising:

4.1 Review of Statute and Standing Orders; Andy Wavell had undertaken some preliminary work on Standing Orders and aimed to review the Statute. A summary of proposed changes to the Standing Orders had been circulated and were covered by Andy in his brief report. The President requested others to consider assisting Andy and deferred further discussion until the later planned Agenda item 12 on Working Groups.



4.2 Voting System for Selecting Organisers for Future Congresses; Gen. Sec. Gunnar advised that this would be covered in the review of our Statute and Standing Orders.

5.0 Administration and Secretariat:

5.1 Recommendation for the Provision of Services by IHEEM; Gen. Sec. Gunnar complimented IHEEM on the standard of work undertaken for IFHE. He went on to ask all members of Council to communicate with the administrative support team in IHEEM through him or Ronnie Browne rather than directly with IHEEM, in order to improve communications and avoid any confusion. Gunnar also outlined his aims to have a more simplified application process for membership and more modern communications arrangements with members and potential members.

Treasurer Steve Drinkrow congratulated IHEEM and also the independent examiners of accounts from NVTG, for the outstanding assistance received.

Andy Wavell drew attention to the recent meeting which he had attended with Gen. Sec. Gunnar and IHEEM staff in Portsmouth. The meeting had been positive and helpful.

6.0 Finance:

Treasurer Steve spoke to the papers already sent to "A" Members.

6.1 Financial Statement for 2014;

Steve advised that he had budgeted for a deficit of £5,420 but was pleased at the outcome surplus of £10,403. The better outcome was in part because of the welcome early payment of the Congress Levy from Argentina and also the removal of some allowances which had been provided for in earlier documents. Independent Examiners Perry Van de Graaf and Piet Visser from NVGT confirmed their approval of the end-of-year figures in their letter of 31st March 2015 which had been sent out with papers for the meeting. They also commented on the high standard of bookkeeping.

6.2.1 Budget for 2015;

Steve reported that his best estimate, updated on 8th May 2015, was a surplus of £10,124. He explained however that there were a number of uncertainties in that estimate including;

- Final cost of expenses associated with the meetings in Turku,
- Extent to which the Presidents Fund would be used in the year,
- Rate of progress, if any, and associated expenditure on updating the Booklet on IFHE History,
- Progress with the Latin American initiative (see item 6.4).

6.2.2 Budget for 2016;

Looking further ahead, Steve's conservative estimate of income was £24,407 with lower expenses linked to the venue for the 2016 Congress and increased membership fees. His current estimate was a surplus of £8,530. In his follow-up presentation Steve showed some graphs of income and expenditure trends with fees going up with increased membership; investment interest rates very disappointing and income from Congress Levies going down. He identified the importance of following up members who were in arrears with fees and also flagged up:

- The opportunity for all to contribute to improving income from the Digest,
- The more general benefits which additional sponsorship could deliver,
- The benefits, admittedly still relatively small, from longer term financial investments,
- Looking for areas in which to reduce expenditure and
- The advantage of having agreed to increase fees annually in line with CPI.

6.3 Asset Usage;

Based on a full discussion at ExCo, Steve reported on the possibility of investing funding in other appropriate projects. One example already identified was the work which Francisco Castella wished to do in improving the IFHE library services. However, the recommendation from ExCo was that a sum equivalent to four years running costs of IFHE should be retained in liquid assets.

6.4 Latin American Initiatives;

The President presented her outline proposals for the Latin American initiative based on ExCo's recommendation that \$(US) 17,600 would be made available over the two-year period 2015 and 2016.

The proposed areas for investment were;

- Management of Healthcare Facilities,
- Training in Healthcare Engineering and



- Healthcare Facility Design.

Anticipated initiatives to take forward work in those areas were;

- Scholarships for young engineers, architects and technicians in environments with high engineering demands and
- Financial support for courses provided in a virtual mode.

Action: LF

At the conclusion of the discussion on this agenda item (6) it was proposed by Andy Wavell and seconded by Marcio Oliveira that the Financial Reports should be adopted and other proposals agreed. This was passed unanimously and the President thanked the Treasurer for his good work.

7.0 International Congresses:

7.1 Netherlands 2016;

Douwe Kiestra reported on plans for the 2016 Congress in The Hague, the theme for which is "Sharing Knowledge for Better Healthcare Worldwide". The ExCo Meeting was planned for Saturday 16th April 2016, in the Crowne Hotel, and Council the following day in the conference centre. Conference sessions were planned for the 18th and 19th April and Technical Visits on 20th and 21st. At the conclusion of the Congress a golf competition was planned. Douwe showed a video of the conference centre and facilities. He also advised that there would shortly be a call for Papers with a closing date in October. Congress Registration was planned to commence in early January 2016. All details were already on the website.

Piet Visser, also from NVTG made a short presentation on plans for the associated International NVTG Building Award 2016 with the theme of "A Healing Environment for All Users".

7.2 Australia 2018;

Darryl Pitcher reported that plans were well advanced with sub committees set up across Australia to work on the content of the congress programme. The venue was confirmed as the Brisbane Convention and Exhibition Centre with all meetings to be held there. The theme was "Healthcare Engineering - Building on Sustainable Foundations"

In a follow-up discussion Roger Albertijn from VTDV asked about the arrangements for organising congresses. Gen. Sec. Gunnar advised that arrangements and requirements were set out in Standing Orders and went on to suggest that after a congress there should be a more formal evaluation of what had been achieved.

Douwe Kiestra suggested that space should be reserved at each congress to promote IFHE.

The President suggested that Papers at congresses should match themes more closely.

Treasurer Steve stressed the importance of having Standing Orders on which to base decisions regarding congress venues.

These suggestions were all noted.

8.0 ExCo and Council Meetings:

8.1 Finland 2015;

Juha Rantasalo reported that the 2015 IFHE Europe Congress had bookings from 654 delegates representing 28 countries. There were 106 companies booked for the exhibition and 49 speakers to take part, 20 of them from outside Finland. The congress budget was €280,000. Juha then gave an update on arrangements for the congress meetings and associated programmes.

The President thanked Juha and his team assuring him that everyone felt very welcome in Turku.

8.2 Venue for 2017;

Gen.Sec.Gunnar advised that there were two member countries wishing to host the 2017 ExCo and Council Meetings.

ExCo had recommended that on this occasion where the process of selection had not been set out in advance, the decision on which offer to accept should be made by Council following short presentations by each of the countries concerned, Brazil and USA; this was agreed. ExCo was further of the view that offers to host the ExCo and Council Meetings should in future be invited well in advance and that the decision on where to have the meetings should be taken by ExCo. It was felt that such a process would avoid the risk of what could become an increasingly expensive bidding process and would allow ExCo to maintain a balance on locations as well as better manage travel costs. This proposal was put to a vote [show of hands] and was passed by 16 votes to 5. Gen.Sec. Ronnie Browne undertook to have this decision incorporated in the Standing Orders.



ACTION RB.

8.2.1 Brazil: A short presentation was made by Fabio Bitencourt and Marcio Oliveira offering Brazil and specifically Rio as a venue in July of August 2017.

8.2.2 USA: Walt Vernon from HCI in USA then offered to host the meetings in conjunction with the Healthcare Design Expo and Conference in Orlando where 4/5,000 participants were expected. Douwe Kiestra conducted a hidden vote and the outcome was an 11 to 8 decision in favour of Brazil. This was accepted and both organisations were thanked by the President. Walt Vernon on behalf of HCI thanked the meeting for considering their offer and expressed an interest in hosting the meetings and/ or a congress at some future date.

9.0 Membership Applications:

9.1 Colombia;

Gen.Sec. Gunnar advised that there had been no further progress as Colombia's membership fee was still outstanding.

9.2 Mexico;

The President reported that application papers had been received with confirmation that their Statutes had been changed to broaden the membership criteria as was required by IFHE. ExCo had discussed the application and recommended acceptance on receipt of payment of the appropriate fee. This recommendation was formally proposed by Steve Drinkrow (having been assured that there had been an English translation of the application), seconded by Walt Vernon and accepted unanimously. Staff in IHEEM were to be sent the paperwork and asked to take action to complete the application process.

[Post-meeting note: all outstanding requirements were completed shortly after this meeting]

9.3 Others;

Christian Bender advised that he was working with healthcare engineering groups in Peru where his business was planning a conference, to be held in Sept. 2015. The President offered her assistance in the hope of encouraging the formation of an organisation which would join IFHE.

ACTION CB and LF.

10.0 Regional Group Reports:

There were no Regional Reports but individual 'A' Member reports had been requested and a number received. Gen. Sec. Gunnar requested receipt of all reports electronically within 15 days after which he intended sending the reports to all 'A' Members for information.

ACTION GB

11.0 IFHE 5 Year Plan:

Darryl Pitcher reported that the aim of the small group charged with developing the plan was to present a strategic plan at the next Council Meeting.

ACTION GB, DK and DP.

12.0 Main Topics and Working Groups:

The President spoke of her wish to progress key areas in healthcare engineering and estate management, extending the range of activity which only a few members of Council were involved in.

- Working Group 1, Environmental Policy had already produced a paper for consideration under Agenda Item 13. In anticipation of that work being extended it was agreed that Fabio Bitencourt and Darryl Pitcher who were leading in this area would be joined by Marcello Fiorenza, Andy Wavell, Walt Vernon and Didier Bouvard.

- Working Group 2, Education; it was agreed that Steve Rees would join Marcio Oliveira who had already approached the following people with a view to them joining the group; Professor Romando Del Nord from the University of Florence, Italy; Professor Goran Lindahi from Chambers University, Sweden; Kazuhiro Okamoto from Tokyo University, Japan and David Allison from Clematson University, USA. Marcio also planned to approach Dr Diethard



Gstir from Austria (who was an observer at the Council Meeting). ACTION SR and MO.

- Working Group 3, Publications/Library; Francisco Castella spoke enthusiastically about the

opportunities to be derived from the creation of an effective library containing knowledge of global communications and encouraging increased international cooperation. Increased collaboration was needed internationally with the aim of getting more articles. Francisco hoped to create incentives for authors by establishing an award. Andy Wavell agreed to work with Francisco and Alfredo Sartorio offered to provide assistance particularly with translations. Andy supported the call for more individuals and organisations to get involved in this area of activity and made reference to the excellent committee support he enjoyed in his work with the Digest and Journal. He further suggested that perhaps the seven people involved in working with him on the Digest might wish to join the working group. This was agreed as an excellent way forward. ACTION AW.

Walt Vernon suggested an interactive approach to information exchange, referring to his experience in USA where ASHE can pose a question electronically and get answers from around the country. This was seen as an approach which should be seriously considered by IFHE.

- Working Group 4, Safe Hospitals; Paul Merlevede and Ole Rist had both been working in this area. Paul through his links with the World Health Organisation (WHO) stressed the importance of information exchange in this and related areas. Paul also highlighted the importance of the library and the Digest and anticipated great benefit from being able to link WHO with the activities of IFHE working groups. In discussions after the meeting it was agreed that Alicia Preide from AADAIH would join the working group.

- Working Group 5, Standardisation and Regulation; Steve Rees and Walt Vernon agreed to join Christian Bender who agreed to lead the group. (See later report from Christian under item 17)

- Working Group 6, Social Media; Gunnar Baekken, Julian Amey (CEO of IHEEM) and Juha Rantasalo agreed to continue with this work.

- Working Group 7, Statute and Standing Orders; Andy Wavell had already made a good start on this work with a draft of his proposals for updating Standing Orders already issued to Council members. The following people agreed to join Andy; Darryl Pitcher, Marcello Fiorenza and Ronnie Browne.

- Working Group 8, Public Relations; Douwe Kiestra undertook to lead this group; Walt Vernon and Steve Rees agreed to join him.

- Working Group 9, History of IFHE; Steve Drinkrow volunteered to set up this group and lead it, in the hope of getting work started on the updating of important IFHE records. He volunteered to seek assistance from Bernard Shapiro who had a wealth of knowledge of IFHE and had already been considering taking this work forward. ACTION SD.

The President invited others to get involved if/when possible. It was agreed that each working group would be led by a member of ExCo or Council. Where no one had already been identified as the lead officer it was anticipated that the working group would agree that internally with initial coordination to be undertaken by the ExCo member of the group.

13.0 Environmental Policy:

13.1 Draft Environmental Policy Version 1.1; Darryl Pitcher presented the draft document which had been issued prior to the meeting. He focused on objectives including support for developing countries, highlighting the importance of the Digest and Journal. He flagged up the importance of having Sustainability on the agenda of all IFHE member organisations. Darryl acknowledged the input to the draft document from IFHE colleagues and concluded by requesting Council to consider adopting the document as IFHE policy on environmental matters, and, in the absence of a standard layout for such documents, adopting the layout as the standard for all documents of a policy nature. In response to questions about the future of the document and some concerns about whether it went far enough, Darryl reassured the meeting that this was a "living" document which would be subjected to regular reviews and would develop over time.

Gen. Sec. Gunnar congratulated Darryl and his colleagues involved in the work referring to the significance of the document. Piet Visser suggested benchmarking the Policy against national policy



documents on the same subject.

Walt Vernon proposed adopting the Environmental Policy. Andy Wavell seconded the proposal and it was agreed unanimously.

Andy Wavell then proposed adopting the layout or format of the document as the IFHE standard.

This was seconded by Matthias Schwabe. Again this was agreed unanimously.

Darryl thanked the meeting for the useful views and the support and agreed to move ahead with this work in Working Group 1.

ACTION DP.

13.2 Agreement With Other Related Institutions;

13.2.1 Global Green Healthy Hospitals. There was an invitation to join this at no cost and it was agreed unanimously that IFHE should sign the agreement.

ACTION DP and FB.

13.2.2/ 13.3 /13.4. World Green Building Council, Other Institutions and Future Steps,

Fabio referred to this and other such organisations in existence and to the importance of cooperation. Again the meeting was unanimously of the view that IFHE should link with this and such organisations, guided by the work of Working Group 1.

ACTION DP and FB.

14.0 Safe Hospitals:

14.1 Report from WHO and PAHO;

Paul Merlevede spoke to the reports which had already been issued to Council members concerning his work with WHO. He highlighted the interest of WHO in three key areas namely;

- Input to the design of Cancer treatment centres.
- Agreement to a plan for cooperation between IFHE and WHO for the period 2016 - 18 and
- advice and information on Safe Hospitals.

14.2 Specific Role of IFHE "A" Members;

Paul asked that Council members pass any related information regarding the first and third of the above to him and he would aim to include the collation of such information in the work of Working Group 4. He also requested agreement to the plan for cooperation between IFHE and WHO: this was put to the meeting and agreed unanimously.

14.3 Recruitment of Technicians;

It was agreed that this would be further considered by Working Group 4.

ACTION PM and OR.

14.4 Preparedness;

There was no report on this topic.

15.0 Education;

It was anticipated that Working Group 2 would report on this at the next Council Meeting.

ACTION SR and MO.

16.0 Publications / Library:

16.1 Report on IFHE Digest and Health Estate Journal;

Digest: Andy Wavell reported increased involvement from across the world with currently 30+ expressions of interest and 20 articles. He advised that the Digest was now on all platforms resulting in increased "hits". Andy hoped the income would increase from the £895 received in the current year but warned that this was directly linked to success with obtaining advertising. In response to a question Andy undertook to forward advertising rates to Gen. Sec. Gunnar.

In his report on progress with the 2016 Digest, Andy reported that by 17th May 2015, 8 synopses had been received and others had been promised. He particularly thanked HCI for their interest and also confirmed that articles would still be accepted. Developments for 2016 included a new design for discussion and a newsletter which would provide updates on production and hopefully generate more interest.

Health Estate Journal: Andy advised that there are 10 issues per year, 4 of which contain international articles; there was a reciprocal arrangement in place with Canada and Australia for articles. The President thanked Andy for the excellent work he continued to do on behalf of IFHE.

ACTION AW.



17.0 Standards and Regulations:

Christian Bender and Matthias Schwabe gave a short presentation on Electrical Safety in Healthcare Facilities, outlining some of the topics to be addressed by Working Group 5. The presentation touched on International Electrical Safety Standards, with reference to both IEC and NFPA standards; causes of risk to patients and staff and arrangements for harmonisation of European standards.
ACTION WG 5.

18.0 Social Media:

There was no report on Social Media but it was anticipated that Working Group 6 would have a report for the next meetin.
ACTION WG 6.

19.0 Any Other Business:

There was no other business.

20.0 Date of Next Meeting:

ExCo 16th April 2016 and Council 17th April 2016 in The Hague.

The President closed the meeting at 15.45 with thanks to everyone for their contributions.

Please join IFHE on Facebook www.facebook.com/groups/The IFHE

EVENTS CALENDAR

Please look IFHE webpage for updated information www.ifhe.info

EVENTS CALENDAR

IFHE members are invited to submit information regarding forthcoming events for publication on www.ifhe.info

2016

| | |
|-------------|----------------------------------------------------------------------------------------------|
| 16 April | IFHE Executive Committee meeting 41, The Hague, Netherlands |
| 17 April | IFHE Council meeting 49 The Hague,, Netherlands |
| 18-20 April | IFHE 24 th Congress organised by NVTG at the World Forum, The Hague, Netherlands. |

IFHE AND 'A' NATIONAL MEMBERS' WEBSITES

Members are requested to keep IFHE informed about changes in contact details and website addresses.
Please see www.ifhe.info

"Healthcare Engineering creating effective and efficient care world-wide".

Your sincerely

Gunnar Baekken

IFHE General Secretary



