



International Epidemiological Association

Executive Council Meeting

Pokhara Grand Hotel, Pokhara, Nepal

April 10-11, 2017

Draft Minutes

Item	Discussion	Action
<p>Welcome and Apologies</p>	<p>Valerie Beral, IEA President, called the IEA Executive Council Meeting to order at 14:00 on 10 April</p> <p>The following were present: Valerie Beral, Vinod Srivastava, Yosikazu Nakamura, Lorenzo Richiardi, Henrique Barros, Stephen Leeder, and Peter Kralka</p>	
<p>Minutes of last IEA Executive Council Meeting and follow up actions</p>	<p>The Council reviewed minutes from the last Executive Council Meeting in Oxford, UK, March 20-22, 2016.</p> <p>Item requiring correction: Financial Support to Councillors annually/Congresses triennially/Courses triennially Africa/\$5,000/\$20,000/\$5,000 EMR/\$5,000/\$10,000/\$5,000 Europe/\$5,000/\$5,000/\$0 LAC/\$5,000/\$10,000/\$5,000 NA/\$5,000/\$5,000/\$0 SEA/\$5,000/\$20,000/\$5,000 WP/\$5,000/\$5,000/\$0</p> <p>Previous International IEA Courses arranged by Past President Neil Pearce had required additional support.</p>	<p>Upon proper motion the minutes of the last IEA EC Meeting in Oxford were approved.</p> <p>Council decided to discontinue organizing IEA courses at the present time and to inform Neil Pearce of their decision and thank him for his contributions</p>
<p>President's Report</p>	<p>Valerie Beral, the president, reported that in May 2106 IEA was appointed a partner of the World Federation of Public Health Associations (WFPHA).</p> <p>She reported the following IEA activities since the last EC meeting:</p>	

	<ul style="list-style-type: none"> - IEA Africa Regional Epidemiology Congress in Malawi in April 2016 - IEA Contribution to the Congress of the Americas, in Miami in June 2016 - Contribution to the IJE strategy meeting in Sydney in March 2017 - IEA sponsored a session at the April 2017 WFPHA meeting on global public health in. <p>She commended the improved IEA financial situation, as the reserves had now become fairly stable year to year</p> <p>She expressed increased concern about the serious inconsistencies between the IEA Constitution and By-laws, and IEA Handbook. She reported that she had recently learned that there had been changes in the constitution that had been voted upon by IEA members in 2012, but that this had not been recorded in IEA Council minutes.</p>	<p>Henrique Barros offered to review the inconsistencies and to arrange to update the Constitution and By-Laws, including corrections reflecting the changes to the Constitution voted by the IEA membership in 2012.</p> <p>Vinod Srivastava agreed to send the electronic version of IEA Handbook to Henrique for editing.</p>
Secretary Report	<p>Vinod Srivastava, the Secretary, reported on regional and global events held, and upcoming events. Reports from all IEA Regions were available for viewing on-line.</p> <p>He also reported on the updating and cleaning IEA Membership database, rescheduling or renaming EMR Countries.</p>	
Liaison with WHO	<p>Vinod Srivastava is the WHO liaison officer. In the last year the IEA received 10 GORAN requests from WHO.</p>	<p>Vinod Srivastava was asked to remain on IEA Council in 2017-20, in his capacity as officer IEA liaison with WHO.</p>
IEA Treasurer's Report	<p>Lorenzo Richiardi, the Treasurer, summarized last year's revenue and expenses, and compared them with the 2016 IEA Budget.</p> <p>His report also included an overall summary of IEA finances over the last 5 years, highlighting a positive turn in net income since 2011, and increased financial reserves since 2014. The projection of net assets for 2017 will be an increase of another \$25K.</p> <p>It was noted that although some funds had been transferred to an incorrect bank account, they were ultimately recovered in full.</p>	<p>Managing Finances for EEF was tasked to the incoming President.</p> <p>Lorenzo will send an updated report, based on received comments.</p>

ECE Report	<p>Henrique Barros, the President-Elect, reported that Early Career Epidemiologists (ECE) representatives remain relatively active.</p> <p>A process for electing new ECE representatives was still not in place.</p>	<p>The Council requested a plan of future ECE activities. Council also requested that plans are developed to elect ECE members in the future.</p>
Membership Report	<p>Peter Kralka presented membership numbers categorized per IEA Regions, Countries, and Membership Categories, with a comparison to previous years. Numbers were had decreased slightly, but membership usually grows again prior to IEA WCE events, IEA Elections, and votes for future location of WCE events.</p>	<p>The Council requested continuation of reminders sent to people who did not renew their membership.</p>
Election Report	<p>Results from the 2017 Election were distributed by Peter Kralka.</p> <p>Unfortunately, inconsistencies in IEA Bylaws and IEA Handbook describing suitability of candidates for Election, resulted in questionable eligibility of one of the two President-Elect candidates.</p> <p>After extended discussion it was decided that the election results for President-Elect were not valid and that a new call for nominations and election be organized as soon as possible.</p>	<p>Following immediately the EC Meeting in Pokhara, the President will notify in writing the elected and non-elected individuals, for all positions except President-Elect.</p> <p>Peter Kralka and FPMR Staff will prepare another election for the future President Elect ONLY, to be carried out within the next three weeks.</p>
International Journal of Epidemiology Report	<p>Stephen Leeder, the new Editor in Chief (EIC) of the International Journal of Epidemiology (IJE), presented his report.</p> <p>Stephen and his staff had met in Sydney on March 30-31, 2017 with IEA President, President Elect, and Allen Stevens, Senior Publisher from the Oxford University Press and representatives from the IJE Editorial Board.</p> <p>The IJE projections of the editorial staff costs to December 2017 indicate a deficit by about \$41,000, which reflects the very high work load of the editorial staff. To stay in line with allocated funding for 2017 each staff member would need to cut down working hours by 5 hours per month.</p> <p>Stephen reported on an issue with cohort articles and the EC supported the exploration of other ways of handling articles. The IEA President asked the EIC to encourage members of the Editorial Board to attend the WCE2017 and to participate in discussions about IJE plans.</p> <p>Currently 500 print copies of the IJE are produced, at 60£ per copy (most members receive electronic copies only)</p>	<p>The Executive Council expressed concern about the financial problems IJE was facing, but explained that an increase of funding is not possible at this stage.</p> <p>The EC agreed that publishing one-page summaries of the Cohort Profiles was sufficient (and that the full Profiles could be published on-line)</p> <p>The EC advised not to cease printed copies.</p>

<p>WCE2017</p>	<p>The WCE 2017 Chairman, Yosikazu Nakamura presented a draft program for the World Congress of Epidemiology.</p> <p>He said that Princess Kiko Akishino would be present at the opening ceremony. She is a Patroness of the Japan Anti-Tuberculosis Association</p> <p>Prof. Nakamura was asked to invite the regional WHO representative, the Japanese Nobel Prize Winner and will invite Dr. Yonagaya for a special lecture.</p> <p>The congress program will start at 1:30 PM on the 19th of August, followed by the Robert Cruickshank. The Richard Doll Prize presentations would be on the last day, 22 August.</p> <p>It was suggested that the abstracts should be printed in the Japanese Journal of Epidemiology. The IEA could contribute up to \$10,000 so abstracts are available at the time of the meeting, but other options need to be explored</p> <p>About 1200 abstracts had been submitted and the WCE2017 Organizing Committee plan to accept 250 for oral presentations.</p> <p>The EC agreed to provide \$1000 each to 20 IEA members from low and middle income countries who were chosen to give an oral presentation, to cover registration and other costs.</p> <p>At the business meeting bids should be presented from the potential hosts of the 2023 WCE. Selection process is described in the IEA Handbook starting on page 48.</p>	<p>Prof. Nakamura will send to IEA Secretariat a list of accepted oral presentations. Staff will highlight authors from low and middle-income countries and confirm their IEA memberships. The EC will select 20 recipients from low and middle-income countries for bursaries. Selected recipients will be sent back to Prof. Nakamura. The IEA will wire \$20,000 to sponsor scholarships.</p> <p>IEA and Melbourne (WCE2020) will both have exhibiting booths at no charge.</p>
<p>Regional Symposia and other business</p>	<p>Most current financial statement should be made available for the August 20th Business Meeting.</p> <p>Applications for EEPE fellowships will not be available until April 18th. The Treasurer will present them to the Executive Council.</p> <p>Some members of council had developed new rules about decision making by Council. The EC agreed that it was up to the President-elect, who would become the President in a few months' time, to consider taking these suggestions further.</p>	<p>The Treasurer will prepare the financial report and present at the business meeting. President will present President's report, and the incoming President will report on the next WCE.</p>

	The Joint Membership request from the Korean Society of Epidemiology has been accepted.	The Secretary will inform the Korean Society of Epidemiology.
Dates of the next Council meetings	The Outgoing Council meeting will be on the 19 th of August, in the morning, from 8 am to 12.30pm. The incoming Council meeting is on the 22 nd 1 -5 pm, and then 9 am to 5 pm on the 23 rd of August.	FPMR Staff will follow up with the WCE Secretariat about Food and Beverage needs for Council Meetings, especially as the Outgoing Council meeting is planned to end not long before the opening ceremony begins.
Adjourn	The President thanked the Secretary for organizing the Executive Council Meeting in Pokhara, Nepal. The IEA Council Meeting was adjourned at 12:20pm on 11 April	