ADVISORY COUNCIL MEETING 2016
DRAFT MINUTES

Sunday 16 October: 08.30-12.00

Venue: Elm and Oak Suite
Ballsbridge Hotel, Dublin, Ireland.

Present

Executive Board Members:
Daniel Kelly (DK) President
Erik van Muilekom (EvM) Past-President
Lena Sharp (LS) President-Elect
Maria Cristina Pires de Lacerda (CL) Treasurer
Theresa Wiseman (TW) Board Secretary
Paul Trevatt (PT) Board member (Communication)
Patrick Crombez (PC) Board member (Advocacy)
Andreas Charalambous (ACh) Board member (Research)
Rebecca Verity (RV) Board member (Education)

EONS team:
Rudi Briké (RB) EONS Coordination and Membership Manager
Mariska Mooijekind (MM) Working Groups Manager

Advisory Council Members:
Harald Titzer, AHOP, Austrian Oncology Nursing Society
Christine Schneider Worliczek, AHOP, Austrian Oncology Nursing Society
Patrick Crombez, SIO, Société Belge des Infirmières en Oncologie
Sven D’Haese, VVRO, Vereniging voor Verpleegkundigen Radiotherapie en Onkologie
Johan De Munter, Vereniging voor Verpleegkundigen Radiotherapie en Onkologie
Silvija Piskorjanac, Croatian Oncology Nursing Society
Giannos Toumbis, Cyprus Oncology Nursing Society
Iveta Nohavova, Czech Nurses association, Oncology Group
Marianne Cumberland, Danish Oncology Nursing Society
Heleri Roosmae, Estonian Oncology Nursing Society
Marge Tensmann, Estonian Oncology Nursing Society
Kristina Karp, Estonian Oncology Nursing Society
Mari-Liis Otsma, Estonian Oncology Nursing Society
Oili Papinaho, Finish Oncology Nursing Society
Patrick Jahn, KOK, German Oncology Nursing Society
Bencés Illona, Hungarian Cancer Society, section Oncology Nursing
Eleonora Muller, Hungarian Cancer Society, section Oncology Nursing
Halla Gretarsdottir, Icelandic Oncology Nursing Society
Pauline Keohoe, IANO, Irish Oncology Nursing Society
Aiofe McNamara, IANO, Irish Oncology Nursing Society
Item 1 Introduction
DK welcomed the participants to the Advisory Council meeting. He briefly outlined the upcoming changes that will affect EONS related to finance and management and he informed the participants about the Oncopolicy project (RECaN), a major European oncology nursing project set up and coordinated by ECCO and EONS that aims to make a real difference to oncology nursing and ultimately to patient care. The members of the Executive Board, the EONS team and the delegates of the Advisory Council each introduced themselves. DK informed the participants that Clair Watts, EONS Executive Director, has decided to leave EONS. On behalf of the EONS Board, DK provided thanks to CW for her commitment and input and wished her the best in her future endeavors.

Item 2 Welcome & presentation from our Irish hosts
Mrs. Pauline Kehoe, President of the Irish Association of Nurses in Oncology (IANO), welcomed the participants to the event and gave a short presentation about the origin, structure and activities of the Irish Association.

Item 3 Minutes of the previous meeting & matters arising
The minutes of the Advisory Council meeting, which took place on Friday 27 and Saturday 28 November 2015 in Athens, Greece, were approved and signed by DK.

Item 4 President’s report
DK provided an outline related to the way EONS will face the upcoming changes. He referred to the new governance style with the 3 Presidents and the Board, stressing the importance of strengthening the decision making process. He mentioned also that for the time being monthly business meetings would take place in order to follow up urgent issues. He indicated that the CEO role would be reviewed and would have more focus on fundraising and financial managements of the role, potentially becoming a COO role rather than a CEO role. He pointed out that the Board agreed to have an external advisor to provide advice on finance. He stressed the importance of securing the financial future of the society and the benefit of the EONS membership.
The communication strategy will be reviewed on a regular basis in order to reach our audience in the best way possible membership and he pointed out that we need to save on expenses where possible.

**Item 5  Treasurer’s report**
CL provided an overview of the end of year financial report for the financial year April 2015 - March 2016.
CL referred to the increased income compared with the previous financial year, mainly due to the increased funding received for various projects and the income from the ECC 2015 Congress. She reminded the meeting participants that EONS is entitled to an agreed proportion of the profit from the ECCO congress and that this income has been funding EONS to a great extent over the past years. She stressed however that the ECC 2017 will be the last congress with this guaranteed profit share income for EONS and that from 2019 there is no guaranteed profit share anymore.
As ESMO has left the ECCO organization and they are now organizing their own congress, she indicated that potentially EONS could approach ESMO to have a joint event.
With regard to expenditure, CL stated that this has reduced compared to the previous FY, due to wider sourcing of services and therefore more efficiencies within the various projects.
With regard to the budget for FY 2016-2017, she stressed the need to seek new income streams and to increase shared project development.
She encouraged the participants to join the upcoming ECC 2017 Congress and she stressed the importance of having many cancer nurses registered in order to show ECCO that nurses are an important factor to take into account.

**Item 6  Oncopolicy**
DK informed the meeting participants about the RECaN project, Recognizing European Cancer Nursing, a major European oncology nursing project that aims to make a real difference to oncology nursing and ultimately to patient care. The project was initiated by ECCO and would be delivered over three years. Ultimately the ambition will be to increase the recognition of oncology nursing across Europe using a variety of different methods including research, education, clinical leadership, nursing strategy, advocacy, and policy development.
DK outlined the three development phases of the project as well as the management process.
ACH provided additional information related to the Oncopolicy Committee which regulates any issues regarding Oncopolicy in Europe.
He stressed the fact that RECaN is about highlighting the importance of cancer nursing but we will need to be able to show the value of cancer nursing to patient care.
Update information on the project will be available on the EONS website.

**Item 7  Working group Updates**
The chairs of each of the WGs provided the participants with an update.

- **Communication**
PT updated the meeting participants about the website usage in the period April 2012 - March 2016 highlighting the increase in visits and site visit duration with most accessed sections being communication and education. He pointed out that visits to the “About EONS” section has increased.
The UK is still the top visiting country. He pointed out that the YCN webpage proved to be very popular and included the positive impact made by the EONS President’s blog on the EONS website.
PT referred to the recent Brexit and mentioned the fact that EONS will abide to its mission “Working in partnership to develop and promote excellence in cancer nursing practice”.

- **Advocacy**
PC informed the meeting participants that the renewed Advocacy WG is really working well. He provided an update related to the results of the Inclusive Communications Survey which was aiming to identify if there is a need for European non-oncology societies to establish collaboration with EONS, especially regarding (basic) education programs in oncology to support non-oncology nurse in their role and interaction with cancer patients.
Unfortunately, 75% of the responses received came from Iceland so the survey is not representing a European view.

PC also provided an update on the preparations for the 1st European Cancer Day which will take place on 18 May 2017. This coincides with Estonian Nursing Society 25th Anniversary. He mentioned also that the EONS Position Statements will be launched by end of 2016.

-Membership Survey
ACh provided a short historical background related to the development of the EONS Membership Survey and he indicated the main areas that would be covered. The survey was launched in early March 2016 and was available until end of April 2016.
ACh outlined the most important results coming out of the survey highlighting what was appreciated as being of value for the membership and the sources of dissatisfaction.
The CARE strategy was overall highly valued by the respondents and he provided an overview of the suggestions related to the CARE strategy (Communications, Advocacy, Research and Education) as well as the strategic response from the CARE working groups related to the suggestions/recommendations received.

-Education
LS informed the meeting participants that the Education WG is working on the update of the EONS Core Curriculum which would be launched in 2017. Related to the ESO-EONS E-sessions, she pointed out that each year 2-3 sessions will be available and she highlighted that a number of sessions have been translated and provided with subtitles in six languages.
She provided an update on the different ongoing projects and informed the meeting participants about the 10th Masterclass in Cancer Nursing which will take place from 25-30 March 2017 in Berlin, Germany. She pointed out that 30 places are now available and she requested the participants to inform their colleagues and members about this opportunity.

Item 8 Introduction to group discussions

DK invited the meeting participants to join the group discussion related to the different questions that were suggested in advance of the meeting.

-How to interpret the membership survey?
The delegates from the Austrian Oncology Nursing Society referred to the language issue and the difficulty to have translated materials as this is very expensive. They also pointed out that there is a time issue as more time was needed to complete the survey and too many surveys are coming in at the same time. It is felt that higher level nurses are being reached and not the junior/lower level nurses.
Marianne Cumberland of the Danish Oncology Nursing Society suggested offering a prize for completing the survey in order to motivate people.
Danuta Lichosik of the Italian Oncology Nursing Society pointed out it would be good to use other ways of communication as What’s app and sms. Other suggestions for increasing uptake was to have the survey open longer (six months was suggested) and to have hard copies as well as on-line available at major conferences.

-How to make sure that message is reaching your members?
DK pointed out that the National Societies have an important role in making sure that the information they receive from EONS is forwarded to their membership. He urged the National Societies to encourage their members to apply for grants.
The delegates from the RCN asked for advanced planning and dates for the whole year. They want to receive the main information/overview of upcoming events ahead of the year in order to plan a communication timetable for the coming year.

-What can you do for EONS?
To improve the cooperation between Societies in order to distribute the information received.
To make Societies more aware of who their specific contact person is from EONS. Suggestion to have the contact list available on the website.
Danuta Lichosik of the Italian Oncology Nursing Society pointed out that the Society invites each year an EONS representative at their Society event so their members are informed about EONS.

Pauline Kehoe of the IANO suggested to have a designated communication person responsible within each National Society for liaising with EONS.

It was suggested to have the Advisory council meeting available as a live televised session.

Furthermore it was suggested for EONS to share the survey with the national member societies for their own use (and translation) and to share the results with EONS.

**Item 9 Concluding remarks**

DK informed the delegates that more information related to the format, date and venue of the 2017 meeting of the Advisory Council will be available in due time. He pointed out that the meeting may be linked with another event such as the ESMO meeting in September 2017 in Madrid.

DK expressed his thanks to all participants for their valuable contributions both during the meeting and in the discussions.

Signed: Date: