



## Meeting of the Executive Committee of ESAM Chisinau, Moldova

(Advisory board members welcome, Advisory board and EC separate on Sunday morning)

Date: 30<sup>th</sup> June and 1<sup>st</sup> July 2018

Time: Saturday 09:00 – 16:00hs and Sunday 09:00-12:00hs

Venue: Hotel Jolly Alon, Conference room 1<sup>st</sup> floor

### Attendees:

<b>Anthony Wagstaff</b> President	<b>Declan Maher</b> 1st Vice-President	<b>Vincent Feuillie</b> 2nd Vice-President	<b>Cristian Panait</b> Director of Communications
<b>Ries Simons</b> Chair Advisory Board	<b>René Maire</b> Advisory Board	<b>Elena Cataman</b> Co-opted Member Executive Committee	<b>Roland Vermeiren</b> Co-opted Member Executive Committee, President AsMA
<b>Stefan Dreschel</b> Advisory Board	<b>Trond-Eirik</b> Advisory Board	<b>Olga Verba</b> Advisory Board	

### Guests:

#### Russia:

- Dr. Svetlana Mihailova – Chairman of the Flight Medical Commission, Central Clinical Hospital of Civil Aviation of Russian Federation, aviation ophthalmologist.

#### Ukraine:

- Dr. Liudmyla Shevchuk – CMO of the State Aviation Administration of Ukraine;
- Dr. Oleksandr Kaniskin - Head of AeMC Kyivcenteraero Regional Branch of UksATSE (Ukrainian State Air Traffic Services Enterprise);
- Dr. Valentyna Nikitina – Head of AeMC, Dnepropetrovsk International Airport Enterprise.

### Apologies:

Felix Strollo, Vincent Feuillie, Jochen Hinkelbein, CMO of Belarus Dr. Alexandr Zhadan and CMO of Azerbaijan Dr. Samira Nezerli were unable to attend. Conflict with IAC Medical Board meeting held in Armenia the same dates as ESAM EC and AB Meeting in Chisinau. They will join in the EC at ECAM. Stefan Dreschel, delayed by flight connections, joined the EC and AB Meeting on 01.07.2018.

Elena proposed that information regarding Seminar on aviation medicine that was held yesterday with support of EC and AB members be published in ESAM site and at EASA. She will put together a summary.

Anthony opened the meeting at 09:15 and welcomed all present.

## **AGENDA**

### **1. Welcome including guests/observers**

Introductions followed by a brief summary of the structure of ESAM and involvement at other meetings and the role of the ECAM.

### **2. Adoption of agenda**

AB meeting to be held on Sunday morning.

Consideration of the process of pre-submission of reports by Officers and only discussed if contentious.

### **3. Approval of minutes from last meeting in Dublin, December 15-16 2017**

Minutes require small corrections. Final draft will be published on the website. There is a need for a timely publication of the minutes. It is hoped that the Admin Assistant will help this. The minutes were approved.

**ACTION:** Minutes to be published promptly following a meeting.

**ACTION:** Declan will trial the brief element.

### **4. Open issues:**

#### **a. Action item Excel file (Felix/Cristian)**

Not aware of any update of the above. May be a task for the Admin Assistant (AA). Last update of the excel file was in September 2017. Consider inclusion of the biannual update in the ECAM Newsletter.

**ACTION:** AA will address this.

#### **b. Administrative assistant (Cristian/ Jochen/ Felix)**

We need an AA to bring about consistency in activity. The current status was discussed, Jochen has told us that the contract is being drawn up and the Tax Consultant has been engaged. The remuneration offered has been accepted and its implications for the ESAM finances explored. The contact list requires to be addressed.

**ACTION:** Anthony and Felix will meet her in Köln. Cristian will ask her to be available for the GA at the ECAM in Prague.

#### **c. Biannual newsletter (Felix/Cristian)**

Cristian highlighted the issue.

#### **d. Archives of ESAM - European solution? (Felix)**

(i)Felix was looking into a European solution. AsMA avails of the Wright University, as do the Academy. That means that the information is at a single location.

(ii) General Data Protection Regulation, 2018 (GDPR). Request the verification of the data that we hold for the Member Associations. Can we get an Officer to work with a GDPR expert? Ask the Administrative Assistant to look into the current situation. SOFRAMAS have dealt with GDPR, can we seek their experience? The IT company that works for AsMA looked into it, costing \$2,500. Inform the Member Associations that we have their data. Inform them that some information in the Archive exists. We need to make people aware that they can change the data where incorrect. Only keep information that needs to be kept.

**ACTION:** Administrative Assistant will arrange consent to GDPR for the elected Officers.

**ACTION:** Cristian will follow up with Legal. Contact the IT provider to ensure GDPR compliance.

e. Aerotoxic letter (Anthony/Cristian)

Published on the ESAM website.

f. Participation AMDA meeting Moscow

ESAM would prefer a dedicated slot/panel. This worked well in Kiev and in Moscow. Olga agreed to the request.

**ACTION:** ESAM Session.

Presentation by Ukraine representatives to ESAM and to Elena in thanks and recognition of their activities and inclusion.

- Coffee Break -

## 5. **General Assembly and election 2018**

a. Agenda/organisation and invitation

**ACTION:** Anthony will generate the Agenda and forward to Cristian for publication.

b. Nomination committee NC– status and report (Lars / Lilla/ Alexander)

Anthony has been in contact with the NC. Cristian will post the Nomination Letter to all the references of the Member Societies and on the website. Discussion of the rule 9 and the period of serving at the EC followed. A strict interpretation of the rule was taken; no member of the EC can serve more than six years. The EC can have up to 5 members Co-opted, if there are good reasons. Concern is that we see no new Officers. We want to attract as many as possible as possible and those who will be active. Exceptional circumstances would be where there are no candidates nominated. We can keep the active people as co-opted to the EC and also to the ABC.

b.1) Possible candidates:

A number of names were considered. Next election will require a change of treasurer. Jochen will seek re-election once more. He has a colleague that he has in mind from the DGLRM that he would coach for the position. The Treasurer is one of the most difficult to fill. Experience has taught us that it is essential that the Officer is a German citizen with knowledge of German banking, legal and tax affairs. Treasurers from outside Germany will find the task more difficult.

We need to have a member of SOFRAMAS at the EC with the ECAM 2020 in mind. The National Associations will then nominate. The deadline is approaching. We need to keep a geographical spread.

**ACTION:** Each person should come up with a nomination suggestion and ask Lila to approach them as candidates.

c. Deadlines and plans for sending out – responsibilities.

Anthony gave an oversight of the timelines.

**ACTION:** Cristian will make sure information is posted on website, according to timeline and nomination committee.

**6. Reports on activities in collaboration with other organisations**

a. ESAM scientific lunch meeting at AsMA

Report received and circulated (attached).

**ACTION:** Post on website and share with the Russian AMDA regarding the Lunchtime meeting.

b. AsMA collaboration: Presidency/Global Liaison and Outreach Committee (GLOC)/AsMA foundation

Recognition of the contribution and achievements of Roland at AsMA.

Anthony stepped into the AsMA Foundation in the position that Roland held before. The Foundation was formed in 2008. Roland outlined the purpose of the Foundation in terms of assisting scholarships.

The role of the ESAM Liaison at AsMA is on hold at present, but consideration of a candidate is required. Roland may apply to a Member at Large at the Council, with speaking and voting rights, unlike the Liaison member who has no rights.

**ACTION:** Ries will look into EU grants regarding global outreach. Roland spoke of his plans at AsMA to advance GLOC.

c. EPPSI

Ries delivered a summary of the recent meeting. The Founding Group will develop a guide for the implementation of EPPSI. Although not regulated, it is important that it be developed if there is already a safety issue.

**ACTION:** Meeting Report to be delivered at each EC.

Ries has submitted representatives to ICAO for the Working Groups.

d. Business Lunch Meeting at ASMA for Paris 2020

Anthony presented a summary of the developments to date. The MOU has been finalized. The meeting went very well and was paid by ESAM, this year.

e. EASA Advisory Bodies

The intention is that the information is for sharing with those whom you represent. Discussion regarding what type of report should be presented and what should be published. Options, circulate EC ABC, or Summary Report, or whole document.

EASA primary liaison	Roland Vermeiren
<p>EASA SAB:</p> <ul style="list-style-type: none"> <li>• Letter from SAB to the EC regarding worries about the delays in the Regulation Implementation.</li> <li>• Sub-cttee of FTL regarding the Rule and their implementation.</li> <li>• Drone and Cyber Security.</li> <li>• Ground-handling becoming Licenced?</li> <li>• Replace prescriptive rules with performance based.</li> <li>• EASA response to SME’s</li> <li>• Improved Standardisation</li> <li>• EASA measurement of the Advisory Bodies effectiveness.</li> </ul>	Roland Vermeiren
EASA GA.COM	Marc André Polet
EASA FS.TEC	Vincent Feuillie
CEN TC 436 Standardization Air Quality Cabin	Vincent Feuillie
<p>EASA ATM/NS.TEC</p> <ul style="list-style-type: none"> <li>• Common roadmap developed with Eurocontrol.</li> <li>• Development of Part-MED and Part-ATCO merging.</li> <li>• Problems as to the use of the term “Psycho-active”.</li> <li>• ATCO Assistants and their oversight.</li> <li>• HF and Psychological issues for Remote Towers and problems of dealing with conflict areas.</li> </ul>	Roland Vermeiren
<p>MEG meeting:</p> <p>A list of discussed items are attached as Powerpoint file to these minutes as soon as sent by Declan</p>	Declan Maher

- Lunch break -

f. IAC (Elena)

Commonwealth of Independent States civil aviation medicine specialists met in Minsk (the second meeting, June, 2018) to discuss the updates of legislation related to medical flight safety issues, taking into consideration the EU regulation. But this must come from the International group. The IAC Medical Board spoke at a very high level including elements that are covered by CAPSCA. However, rules are required rather than recommendations. Moldova is an observer at the above bodies and was able to give input for issues that are already implemented, including Medical Services of Aerodromes, based on ICAO SARPS. She spoke about the current limitations and the obstacles that they recognize. Moldova represents a unique crossroad between East and West where access is easy and there are no visa requirements from most Eastern and Western states, so it could be used as a focal point for joint meetings.

## **7. ECAM 6 Prague (Declan)**

### a. Organising committee report (Declan)(attached)

**ACTION:** Declan to write regarding Opening Reception entertainment. AME refresher training being offered with a recommendation for 7 hours accreditation. Letters of invitation as advertising to the AME's in local States.

### b. Scientific Committee Report (Ries)

There will be an IAASM panel with five presenters.

ESAM will offer sponsorship for Ansa (ICAO) to attend.

Need to activate the Chevalier Award Committee to recommend a recipient. Name required by 15<sup>th</sup> August 2018.

**ACTION:** Anthony will ask Claudia.

The Paolo Tosco Award was corrected. Costs to Jochen.

Programme almost completed.

Overview of the Panels.

### c. CME (Lars)

## **8. Paris Congress 2020 (Vincent)**

Anthony presented an overview of the PCO procurement process.

a. MOU

b. Venue and reception agreed

c. Organisation: Discussion about how the ECAM is named. Is it still an ECAM 7, and an ICASM? Vincent is Head of OC, Roland at AsMA. Vincent at SOFRAMAS. Cristian and Declan.

d. Scientific Committee: Ries recommended Jochen to be his successor to represent ESAM along with Trond-Eirik who has chaired the past three ECAMs.

## **9. Treasurers report (Jochen)**

Submitted by Jochen prior to this meeting. No alarms contained.

Meeting opened Sunday morning at 09:10hs, 6<sup>th</sup> Floor.

## **10. Communications director report**

We need to identify a new IT provider due to health issues. Cristian has spoken to some experts locally that will be able to take the task. We will effect the change after ECAM so as not to interfere with the progress of ECAM.

Update the ESAM membership contacts list. Generate a new ESAM map.

The AME brochure will be printed by EASA. It will also be translated into Russian.

We should have a flyer/information for ECAM 2020 Paris.

The Roll ups will be produced in Romania along and some fliers.

## **11. Advisory board report**

Develop sub-groups of experts.

At today's meeting, we will consider the active elements of the ABC.

Developed GM for medication.

Assistance to ICAO Working Groups.

Revival of the Space Medicine Group. Nine people met in Koln for this initial meeting. Expenses are not covered by ESAM. Others expressed an interest to join. Jochen will be chair. Meetings are planned at low cost and using virtual platforms. A logo has been developed. Discussed Scope and developing a programme. The group will present at ECAM and plan a panel at AsMA next year. We will seek collaboration with the AsMA Space Group.

## **12. Strategic priorities for ESAM**

(See discussion last time).

### SWOT Analysis:

Strengths and weaknesses are inside the organisation.

- At the first ESAM meeting in Brussels, each membership presented a list of 2 or 3 that they expect from ESAM. Brussels. The main ones included harmonization of Aviation Medicine training.
- Poster for ECAM advertising the AB and get individuals to approach the ABC directly.
- Consideration of a social media expert to communicate ESAM's messages to members.
- Goal three times the current membership of the EC etc.
- We need to find people who can establish contact with associations outside our current sphere of activity.

### **Any other business**

Ries has stood down from the ABC as Chair and Trond-Eirik has accepted the Chair. Ries will remain on the ABC as a member.

The ABC will register a group of some 30 experts and produce a layer of experts. Then the individual AB members from each of the member associations. Increase feedback.

Increase visibility. Representation at national meetings. Development of a European Journal. Paola looked at working with ESAM to advance it. There is a Romanian Journal. There are some other journals in the East. Over the next 6/12 the ABC will develop the plan for review by the EC. The organization needs to be enhanced.

Send names of potential candidates to the Nominations Committee and to the Societies for consideration.

**Action items review:**

- a. General items according to statutes
- b. Arising from current meeting

Next Meeting at ECAM 2018 in Prague, 23 September 2018 –

- General Assembly Sunday morning
- EC Meeting Sunday afternoon.
- Following EC will be at AMDA Congress, Moscow, October 17-20, 2018.

Approved by the EC in Moscow, October 20, 2018