



European Society of Aerospace Medicine

Minutes of the ESAM Executive Committee Meeting Rome (Italy) on 15th – 16th January 2011

Place: The Italian Air Force Aerospace Medicine Specialization and Training Institute.

Time: 15th January 2011 14:00 -18:00 – 16th January 2011 09:00 – 14:00

Persons present: Roland Vermeiren, Elena Cataman, Kevin Herbert, Paolo Tosco, Carla Ledderhos, Lilla Ungváry, Andreas Adrian, Ries Simons, Uwe Stüben, Declan Maher, Hans Pongratz.

The meeting was opened by President Roland Vermeiren.

1. Approval of the agenda

The agenda was approved.

2. Approval of the minutes of the EC Meeting at Athens on 10th November 2010

Minutes of Athens were accepted by all.

3. Approval of the GA minutes at Athens on 13th November 2010

The Minutes of the GA meeting in Athens were approved. Original paper was signed by Roland and Paolo. No comments from the floor.

After acceptance of the minutes, a discussion followed regarding the unwieldy mechanism that appears to be in place to generate the minutes of the EC meetings.

It was pointed out that a contemporaneous record was generated by Declan, acting as scribe, then handed over to the President and Secretary General for use as a resource to create the minutes. After that point the draft minutes were sent to the Information Officer for proofing, then sent to the President for vetting and then sent to the web master for publication.

It was suggested that the draft minutes would be written by the scribe and passed to the Secretary General for correction and then to the President. Any comments on the draft minutes should be directed to the President and the final draft sent to the Information Director and by his/her to the web master. In this manner, it should be possible to streamline the process and allow for a timely mechanism for comment whilst facilitating speedy publication of the minutes.

4. ECAM

2010 : Conclusions / Presentations on website

Thanks were given to the Hellenic Society for the work they did in forming ECAM 2.

A number of issues remain outstanding in areas of re-imburement of some of the presenters and receipts for the prizes given to the papers awarded during the meeting.

A discussion ensued regarding the format of ECAM 2. Special attention was expressed on the use of a Poster. It is important to let the delegates know in advance what the topic of the Poster is. Lilla pointed out issues that came to light both in ECAM 1 and 2. These included the fact that some presenters found it difficult to deliver in English and that it might be possible to run parallel session that might be in languages other than in English. Also, poster presentations are non-verbal apart from seeking clarification from the author or where one enters a one to one conversation. It was agreed that multi-lingual presentations/sessions could generate interest and increase the number of participants. Uwe pointed out that a clear structure for the congress is required as it is in AsMA and ICASM. If a national panel is generated, a translator to English should be supplied by the national group. But it is important for ESAM to find out its own congress format, not to copy that of ICASM or AsMA. There is a great wealth in hearing a presenter deliver in their native tongue.

Clarity of the structure of the congress will afford delegates the opportunity to prepare questions and comments in advance. Lilla suggested a questionnaire be sent to member societies to find out who would be willing to present.

To date, the presentations from ECAM 2 have not been all made available to the EC. A small number of the presentations are in the possession of the EC, but the majority have not been

forwarded. In future congresses, it is proposed that advance consent will be sought for publication on the website. Paolo stated that he will contact each of the member societies requesting a copy of the presentations from ECAM 2.

With reference to the paper presentations, there was a very healthy debate regarding the manner in which these presentations are carried out.

Whilst it is recognised that English is the first language in Aviation and is reflected as the primary language in the statutes of ESAM, there is a need for inclusion of those member states who find it more appropriate to deliver their message in another tongue. Following discussion, it was proposed that a presentation would normally be in English. The abstract will be in English. The presenter may deliver the commentary in another language supplying simultaneous translation. The slides would be in English and comments from the floor shall be translated to English. It will remain the responsibility of the visiting member society to provide the translation services required to allow for a bi lingual presentation.

Thanks was expressed to AsMA for their participation in ECAM 2.

Expenses : reimbursements of invitees

Clarification of the position regarding reimbursement of the invited speakers was sought, but no found to date.

2012 UK update

Kevin presented an overview of the work in progress for ECAM 3 in London expected to be held on second half of 2012.

Technically, the meeting will occur over two days, requiring a minimum of one overnight stay. There will be an option to increase a delegate's stay at reduced rates. There is a plan for an informal social meeting on the Friday night, followed by a scientific meeting on the Saturday dealing with the Medicine of Extreme Environments. There is an option to combine a mixture of papers and panels or keep it to panels on this day. There would also be a number of parallel sessions dealing with topics of thermal extremes, aviation and physiology.

On Saturday there is planned a coach tour to a place of interest lasting the day and in the evening there would be a Gala Dinner.

Sunday would be reserved for the presentation of papers. It is expected that all speakers will have been given clear invitations, outline of expenses covered and facilities available by this Autumn, one full year in advance of the Conference.

It was suggested that the ESAM GA would take place over the lunch on the Sunday, in a similar format used by AsMA.

It is proposed that the theme of the Conference must be flagged well in advance of the meeting. In that way, the content of the conference can be skewed positively to contemporaneous issues.

Other topics that could also be included were proposed. These included Space Tourism and EMPIC.

In May/June 2011, a scientific committee will be set up. It should consist of three. The names proposed were Kevin Herbert, Anthony Wagstaff and another ESAM member.

At present there are no sponsors in place for ECAM 3. There will be a requirement to pay for six speakers.

5. Membership status

Welcome to Denmark

Denmark was formally accepted as a member of ESAM and welcomed.

EAG military / Portugal / CAMA / IFATCA / EAAP / Baltic States

An update was presented on the position of these societies. There has been no major progress reported from any sectors at this point in time.

Questions – doubts from members

Concern was discussed about feelings expressed by some member Associations. There is a need for ESAM to show where the money is spent; where our activities are; the areas of influence and the future role of ESAM in Europe and on the world stage. There is a need to focus on what ESAM “does” rather than just whom it represents. ESAM is still a young organisation and it is important that its activities are seen. It is also important that ESAM reinforces its function as a scientific forum and not just a reactive agent to proposals for change.

6. Budget

Fees 2011

Paolo will send a reminder for fees on the 1st February 2011. He will seek a declaration of the number of members to be billed this year. It was agreed that the fees would remain as per 2010, in accordance with the business plan put forward by Kevin last year. The “early bird” discount will remain.

A discussion followed regarding the receipt process. A scanned invoice will be sent to each member society.

Update address list

Together with the request for fees, it should be possible to request an update on the active contact details for each of the member societies, thereby maintaining a true contemporaneous listing of contacts.

Input of auditor David Doyle : income tax in Germany – need/price for a tax consultant

Grateful recognition was observed for the work of the auditors. It was acknowledged that the risk of revenue penalties outweighed the potential benefit of savings made from non-payment of tax consultant fees. By virtue of the fact that ESAM is registered in Germany, it is governed by German law. It is also clear that ESAM will continue to require the services of a notary.

Meeting at the Bank in Düsseldorf 21 January 2011 (change of signatures)

Arrangement were agreed to facilitate the transfer of power of attorney from the exeunt EC to the existing EC.

7. Strategic Document

The future tasks and role of ESAM

A paper presented by Kevin (“A strategy for ESAM 2010 to 2012 and beyond. A discussion document” – stored into ESAM Archives -) was submitted to EC.

It is important that ESAM communicates its purpose and function to those outside the organisation. It is more important to stress that ESAM represents every significant aero-medical group in Europe and can interact with EASA and further abroad.

Having ESAM allows for a single consensus opinion in matters aero-medical that can be considered by bodies such as EASA. In this way, the opinion is not parochial or regional, but is the distilled expert opinion across Europe.

There is a need for ESAM to be pro-active rather than been seen to be a reactive monolith. This is how the Advisory Board can act. It can produce position papers that are considered and deliberated, affording the EC the expert opinion to respond to issues that might be raised by EASA and other groups.

Having a catalogues of expert opinions and position papers could act to demonstrate where our activities and our expenses have been used.

A discussion as to the role of ESAM and its changing position into the future was explored. It was suggested that there would be greater input and integration of the member societies into the Advisory Board. There is a balance of the role of nationalism looking into its own societies to find opinion rather than looking out and up to the European position.

The issue of financing the activities of the EC came into question. Do we continue to self fund in an era where sponsorship has mostly dried up. Costs will need to be included in any budget proposal. A straw poll of the members present resulted in a 7 of 10 not reimbursed from Organisations or Associations for EC meetings. 5 of the members had some degree of sponsorship that is hoped to continue. One mechanism could include the provision of a small fee given to the committee member with the option to return that fee to the central ESAM fund, receipted.

Consideration of how future meetings will be funded ensued. The problem is that membership of the EC should not be restricted by the bursary of a candidate. As a professional organisation we need to be able to pay the fees of external experts who provide a service to

ESAM. So using the principle of a basic re-imbusement of travel costs towards attendance would help. Should funding be based on systems used by other organisations such as a larger membership fee. Other sources such as advertising, journal publication and charging for expert advice were discussed. Each of these mechanisms has inherent problems along with benefits. Care must be taken that a small number of financially important elements would not wield an inappropriate influence on the direction and activities of the society.

With the current voting mechanism there is the potential to loss of continuity with the replacement of the entire EC bi-annually. Consider the concept of the President Elect. This would occur in the year out of phase with the EC elections. Doing so would create a situation where the President Elect could shadow the President in the final year of office and be “brought up to speed” on the mechanisms of the EC and the higher office of ESAM. Experience to date has shown that it takes almost a year to become accustomed to the workings of the EC, leaving only one year to serve efficiently. Once elected, the possibility of an automatic extension for a second term of two years, if wished for by the office holder could be granted.

Show the need for ESAM to the Members

The role of the website in communication is paramount. There is a need for good email hygiene and use of deadlines, e.g. proposals for changes to the statutes, should be posted at least three months in advance of the GA. Consider the idea of allocating an email ESAM email address per society, allowing for continuity where there are local or internal changes of office that would allow for a seamless chain of communication with ESAM.

Is there a need for an EC Assistant? Someone who could take care of the administrative issues of the EC etc., perhaps someone who is looking to a part-time position, or someone who is retired. That same person would need to be accessible, particularly at times of high demand.

With the changing climate of economics it would be worth re-assessing the date of the GA/ECAM being set in November. Perhaps combining the ESAM GA with another meeting, such as ICASM, or a regional meeting could be entertained.

8. Statutes

Proposed changes

Many of the issues in this item on the agenda were discussed at length in the sections dealing with the Strategic Plan and the Advisory Board report.

Ries pointed out that the current system governing the activities of the AB is ineffective.

Every society would continue to elect their representative to the AB, but we need people who can source the experts to answer the questions posed by the EC. At committee level, you need people committed to these tasks.

The AB committee has to find a way of easy and reliable communication with the broader group.

One mechanism that could improve the situation would use the EC to appoint the AB committee. The elements of the committee would be reviewed at each change of the EC. It is the EC who would decide how the AB committee carries out its work.

Uwe said that, to date, the response to requests from the committee has been very limited. It would continue to be the position that the national presidents will appoint their member to the Advisory Board, by election etc., but there is a need for an active Board committee to be active.

Roland spoke of his intention to retire from the presidency at the next election. He welcomed the concept of the President Elect as this would allow for continuity. Agencies and organisations that interact with ESAM and the President need to know the incoming President and their style, delivery and form.

A discussion ensued regarding the election process and generation of the Presidential candidates. One suggestion was that the candidate should have a working knowledge of the EC. Perhaps that person would have a letter of nomination from the existing EC or a nomination from a national society and have worked in ESAM for a minimum of two years.

Kevin pointed out that unlike many organisations, both the President and the Vice Presidents are active members of ESAM and not figure heads and that this should be included in the statutes. He suggested that an office holder can be re-elected to a maximum of six years.

At the end of the first two year term, there would be an option to continue without election, but at the end of the second two year term, elections would be required.

The process of election needs to be clearer. Selection of the candidates, presenting their positions and allowing for electronic or postal voting could be considered. The results of the vote would be announced at the GA. There could still be a place for voting at the GA. The ballot would remain a secret ballot.

Elena commented on the fact that there is no forum for the society members to respond or comment on candidates. She suggested the use of a letter of recommendation and of nomination

Kevin offered to write a draft relating to the voting statutes.

Elena pointed out that it is imperative to maintain democracy whilst trying to improve efficiency.

Roland suggested a link between the ICASM and the ESAM GA in the years it is held in Europe. ESAM would be responsible for its costs and facilities, and arrange the ECAM in the alternate years, combined with a national/regional conference where possible, but always in combination with a major scientific event.

ESAM should have ex members of the EC continue to work according to Ries. He also suggested that the AB committee be increased to have five active members.

Necessity German notary

As long as ESAM is registered in Germany, and there are changes in the signatories of the society, there will remain a need for a German notary.

9. Advisory Board

Activities / position papers : response risk management paper / (aerotoxic syndrome – ICE group about cabin environment)

EASA NPA on flight time limits

New subgroups ? Space medicine group activities

Specialists conference

Ries presented a report about the recent activities of the Advisory Board. He took the opportunity to thank all those who responded to the position paper on FRMS. He alluded to the requirement to be careful with the tone and language used in the paper in an attempt to keep the subject factual and to remove the risk of sensationalism and alienation. There is a clear need to find an appropriate mechanism to meet the challenges of finding regulation. For example, it is possible to generate a broad platform on features such as flight time limitations, but there is a danger that it becomes an exercise in haggling to find a solution such as a limit +/- ten minutes! Using a position paper that addresses the issue of fatigue can allow individual sectors to draw up agreements that can work within a unit consisting of Pilots, Air-crew, Dispatchers and Accountants.

Roland pointed out that each nation has its own variation on the system. Each believes it has the right answer. There have been no accidents directly attributed to FTL and so, trying to find a single regulation draws groups into a snake pit.

Suggestions were made regarding the language used in the document but it was agreed that the fact that this issue has been topical for the past twenty to twenty five years shows how difficult it is to find agreement

EASA has clearly tried to deal with the issue of FTL, and in NPA 244 it appears to be devoid of direction. Perhaps the AB in producing a position paper will allow EASA to move from FTL to FRMS as a mechanism to address the problem. If FTL is all about the number, hours and minutes, it is doomed to failure, but if it is about the concept and the mechanisms of management, a solution can be found. Not every company has a need for an active FRMS policy because of the nature of their operation.

Roland said that ESAM will continue to monitor questions that have a health component rather than concentrate on rule making.

Ries proposed discussion paper on Diabetes. He plans to contact experts in the field including Paolo. It may be possible to contact the experts that were so active in Wiesbaden 2008. Other areas to consider could include Space Medicine and Tourism.

Uwe pointed out that ESAM will be presenting expert advice and opinion free of charge. Should we seek sponsorship from those agencies who stand to benefit from this information, such as EASA?

The expert groups that worked in Wiesbaden are examples of how the AB activity can be effective. Networking of experts who have mutual respect, working knowledge of their merits and a common interest to advance their area of medicine, can produce results.

If we simply ask “Who will work for us?” The answer is “Why should I?”

Using the expert groups can be called upon to generate expert responses, but this has proved very difficult to date.

In the near future EASA will take on ATC, Ops, aerodromes etc. So the need for external advice and guidance will increase.

10. EASA

Opinion Part medical

Press, EU Commission & Parliament position paper + contacts

Meeting medical group February in Cologne (Roland)

Start cl 3 ATC expert group February

3 ESSI groups

SSCC debriefing

Roland provided a brief summary of the recent developments available to him in the realm of proposals for the introduction of the GMP certification, the cabin crew licensing and some of the persisting controversy relating to these issues.

Kevin agreed to produce a press release dealing with the LAPL and ESAM position relative to it. The release will be measured and will avoid sensationalist or inflammatory language. There is a need for a contact person to be named in the release. This will be the Information Officer.

No reports were available regarding the ESSI groups at this time.

It was suggested that the SSCC meeting reports could be summarised and posted on the web in the blog.

11. CMO Forum

Roland gave a report about the 8th CMO Meeting held in Lisbon on November 2010. Issues were AMEs/AMC/AMS activities and proposal for updating Medical Requirements.

12. Training and Accreditation in Aviation Medicine

Harmonisation of refresher points

Input in new rulemaking task EASA

Discussion about the issue surrounding harmonisation of training was very clear. There was a consensus that the view of the national authority accreditation should be accepted by other authorities in areas of AME training/ refresher training. Elena agreed to write to the national AMS requesting acceptance of the harmonisation principle and practice.

13. AsMA

ESAM general meeting during AsMA congress in Anchorage May 2011

Dedicated part in ESAM website /in Blue Journal : (Kevin)

Working group joint meeting ECAM - AsMA in EU 2016: timing and place + coordination with IAASM ? other events conflicting ?

To date some fifty six European delegates have arranged to travel to Anchorage from Frankfurt on charter. It is not yet clear who will travel from the EC to attend the AsMA conference. Hans outlined the provisional arrangements and the facilities available to ESAM at AsMA. Following a broad discussion, it was suggested that a round table panel at lunch break in a room with a capacity of sixty, having a short presentation followed by the panel dealing with an open topic, such as “hot topics”.

A brief report of the Teleconference between ESAM and AsMA described the event as very successful.

Roland spoke of the invitation from Norway to hold ECAM 4 with them. Perhaps we could combine ECAM 4 with the NAMA conference, if it was possible.

Discussion of the possible 2016 combined AsMA-ESAM congress/conference followed. A number of sites were considered, especially those close to a major hub. It might be best to aim for the end of May as that would avoid conflict with ICASM. Including ICASM was pondered. That would be a truly unique event.

14. ICASM

Combination with ESAM GA 2011 pre / post congress (military user group meeting)

Together with full AB meeting + vote AB chair + vote auditors

Publicity GA and AB meeting

Technically, Friday 16th September would be the best date for the ESAM GA.

The logistics would favour this date, but consider the use of the preceding Sunday as a potential date for the GA in the future.

15. Website

New design / Seasonal Greetings

Lilla presented an overview of the developments of the website. She showed the new home page, the links to other pages and items of interest. New developments can be seen on the home page. She spoke of the use of links to other groups including travel medicine, articles and AME regulations etc.

A presentation of the website hits showed a peak seeking information about ECAM 2. In the period of 2007 to 2010, there were some 500,000 hits.

Bio's and photo's of EC – AB - Ext

Members should present their current photograph and a short biography. Care should be taken when using email. Only request a “read-receipt” on important emails.

Main interesting information for visitors ?

Use headlines. Put a translation link on the front page. Use the national flag or the logo of the society where available. Make available the information relating to the next GA ASAP.

Hyperlinks to national associations websites

Links to national societies and their meetings, a link to training facilities, academic sites, information regarding the language of delivery of training courses were recommended.

Publication of newsflashes - blog ?

Information to the public regarding travel medicine, or how to contact an AME for information relating to air travel will be given. Issues such as areas of contention or those matters that are in the public eye. The use of Kevin's blog was recommended too.

16. Task list – Working Groups

Ries will start with Space Medicine WG activity, joint with any representative available to collaborate. At the beginning, the Italian (Francesco Torchia) and German (Andreas Adrian) ones.

Elena will continue her work as Chair of Training in Aviation Medicine WG, paying special attention to issue of accreditation of refresher courses (please see above item 12. as well).

17. Other business

Business cards

Roland handed out the ESAM official business cards to each EC member. They were kindly provided by Eurocontrol.

Photos of important meetings

All interesting taken picture should be to the Information Director forwarded in order to be published on the ESAM website.

Thanks to DG Eurocontrol from ESAM

A letter of thanks and gratitude for the support shown to ESAM since its earliest days to date, was presented to the EC and supported unanimously.

18. Next meeting

Date was stated June 18th - 19th 2011.

Location to be afterwards determined (Adrian/Roland).

Rome, 16th January 2011

Paolo Tosco
EC Secretary General

Declan Maher
AB Secretary