Geneva Global Health Hub (G2H2)
Report of the Constitutive Assembly
Saturday, 21 May 2016, 15.15-16.45 hrs at the South Centre, Geneva

Preliminary remarks

Prior to the Constitutive Assembly there was an information and dialogue meeting on the G2H2 project and its implementation (14:00-15:30 hrs) on which the Constitutive Assembly itself built. The Constitutive Assembly itself started with the definition and confirmation of the Association membership, then adopted the statutes and afterwards dealt deal with all business related to the constitution of the G2H2 association and the implementation of the project.

Final agenda of the Constitutive Assembly

1. Opening and welcome
2. Confirmation of initial members
3. Statutes
4. Election of Steering Committee and President
5. Election of Auditors
6. Membership fees 2016
7. Work plan 2016
8. Budget 2016
9. Temporary service agreement with MMI
10. Individual proposals and miscellaneous
11. Closure

Documentation of the Constitutive Assembly

In addition to the report itself, the Assembly documentation includes the following documents:
1. List of initial founding members*
2. Statutes*
3. Work plan 2016*
4. Budget 2016 *
5. Outline of secretariat agreement*
6. Project proposal, March 2015
7. Report on the information and dialogue meeting

*Approved/adopted documents as formal annexes to the report

Participants

Radikha Arora, Institute of Tropical Medicine Antwerp; Afton Beutler, Mothers Legacy Project; Cecilia Capello, Enfants du Monde; Wim De Ceukelaire, Médecine pour le Tiers Monde; Sylvia de Haan, Cochrane ; Barbara Fienieg, Wemos Foundation; Odile Frank, NGO Forum for Health; Auriane Guilbaud, Université Paris 8; Thomas Gebauer, medico international; Lea Hinnen, Medicus Mundi International. Network Health for All; Bill Jeffery, Centre for Health Science and Law (CHSL); Patrick Kadama, African Centre for Global Health and Social Transformation (ACHEST); Ann Lindsay, Pan Pacific South East Asia Women's Association International; Milou Lustermans, Institute of Tropical Medicine Antwerp; Linda Mans, WEMOS Foundation; Thomas Schwarz, Medicus Mundi International. Network Health for All; Ute Papkalla, Deutsches Institut für Ärztliche Mission; Garance Fannie Upham, Safe Observer International; Remco van de Pas, Medicus Mundi International. Network Health for All; Angela Zarro, Society for International Development

Report of the Constitutive Assembly

1. Opening and welcome

Odile Frank, a member of the Interim Steering Committee, welcomes the participants and proposes herself to chair the Constitutive Assembly. Participants agree with this.

2. Confirmation of initial founding members

The following organizations confirm their formal membership in the association by individual statement and by signing a list (annex 1 to the report).

- African Centre for Global Health and Social Transformation ACHEST
- Centre for Health Science and Law (CHSL)
- Cochrane
- Enfants du Monde
- Médecine pour le Tiers Monde
- medico international
- Mothers Legacy Project
- Medicus Mundi International, Network Health for All
- Pan Pacific South East Asia Women's Association International
- Safe Observer International
- Society for International Development
- Wemos Foundation

These organizations are considered as initial association members and have the voting right for the further decisions to be taken by the Constitutive Assembly. The association membership of other organizations having endorsed the project proposal but not being present at the Assembly will be reconfirmed afterwards. The Assembly agrees that Organizations joining between May 2016 and January 2017 can call themselves "founding members" and will be listed as such in the first annual report.

List and signatures of initial founding members: Annex 1 to the Assembly report

3. Statutes

Draft statutes were sent in March 2016 by the Interim Steering Committee (ISC), as an annex to the project proposal, to potentially interested organizations for endorsement. They are herewith submitted to the Constitutive Assembly for approval.

The Assembly unanimously approves the statutes in the current form.

Approved statutes: Annex 2 to the Assembly report

4. Election of Steering Committee and President

The following candidates declare their interest and availability for being elected in the Steering Committee:

- Odile Frank (as an individual)
- Bill Jeffery, Centre for Health Science and Law
- Patrick Kadama, ACHEST–
- Ann Lindsay, Pan Pacific South East Asia Women's Association International
- Mariska Meurs, Wemos (also as president) –via video message
- Garance Upham, Safe Observer International

There are no objections to the proposals and no questions addressed to the candidates, after clarifying the election procedure, all proposed Steering Committee are <u>elected</u> unanimously by the Assembly, and Mariska Meurs is <u>elected</u> as President.

As the newly elected President is not present, Odile Frank continues to chair the Assembly.

5. Election of auditors

The following candidates declare their interest and availability for being elected in the Steering Committee:

- Wim de Ceukelaire, Médecine pour le Tiers Monde
- Sylvia de Haan, Cochrane

There are no objections to the proposals and no questions addressed to the candidates. The auditors are <u>elected</u> unanimously by the Assembly.

6. Membership fees 2016

The Steering Committee proposes to introduce a standard fee of 500 CHF/year and a reduced (minimal) fee of 100 CHF/year, by self-declaration according to the financial capacities of the member organization. The Steering Committee also proposes to request members to pay the full annual fee already for 2016, in order to facilitate the launch of the project.

The Assembly unanimously <u>accepts</u> the proposed membership fee, in general and for the current year.

7. Work plan 2016

The draft work plan proposed by the interim steering committee for the initial period of the project has been presented in detail in the dialogue meeting before the Assembly. The plan contains four modules which correspond with the activities proposed in the G2H2 project proposal:

- Module 1 – Networking and communication
- Module 2 – Intelligence and links
- Module 3 - Logistical support
- Module 4 - Administration, steering, promotion

The work plan further specifies the tentative workload (in days) to be invested in each activity by the secretariat (sec), dedicated G2H2 activists (act) such as sub-groups, member organizations and individual volunteers, and the Steering Committee (SC).

The Assembly unanimously approves the work plan 2016 in the current form and mandates the SC with its implementation.

Approved work plan 2016: Annex 3 to the Assembly report

8. Budget 2016

The draft budget 2016 proposed by the interim steering committee has been presented in detail in the dialogue meeting before the Assembly.

The Assembly unanimously approves the budget in the current form.

Approved budget: Annex 4 to the Assembly report

9. Temporary service agreement with MMI

Presenting the outline of a provisional service agreement with Medicus Mundi International on the hosting of the G2H2 secretariat and the provision of secretariat services in 2016, the chair and Thomas Schwarz, representing MMI, refer to the G2H2 project proposal which states: "The success and functionality of the G2H2 will depend first and foremost on a critical mass of investment and engagement by the G2H2 members and on a dedicated Steering Committee. They will be assisted by an effective Secretariat. Initially, the G2H2 Secretariat will be hosted by one of its members. (...) The terms of reference of the Secretariat and the selection will be (...) submitted for approval to the Constitutive General Assembly and hence by the new G2H2 members. The Secretariat agreement will cover provisions for mandate and deliverables, administration fees, accountability and oversight."

During the launch period of the G2H2 project (June 2016 to January 2017) the services provided by the G2H2 might be refined. On the other hand, the capacities of for the secretariat can be determined only once a full picture of available project funding for 2017 is available. The Interim Steering Committee therefore proposed to frame the agreement as a temporary one, valid only for the launch period. A service agreement for the years 2017-2018 shall be drafted during this period and, after the G2H2 Assembly in January 2017, signed by both parties.

The Assembly unanimously approves the outline in the current form and mandates the SC to finalize the agreement with MMI

Approved outline of secretariat agreement: Annex 5 to the Assembly report

10. Individual proposals and miscellaneous

None.

11. Closure

The chair closes the Assembly at 16:30 hrs, expressing her thanks to to all who have contributed and will contribute to the success of the joint project. The G2H2 is herewith launched!

Report written by: Thomas Schwarz, 24 May 2015
Report approved by next AGM: pending