Global Competencies Consortium Annual Meeting
Monday January 26\textsuperscript{th} – Wednesday January 28\textsuperscript{th}, 2015
Recorder: Megan R. Angelini

Members Present:
Ms. Megan Angelini
Ms. Deborah Bowen
Dr. Jacqueline Cabrera
Dr. Eric de Roodenbeke
Mr. David Dobson
Mr. Charlie Evans
Dr. Neale Fong
Ms. Cynthia Hahn
Dr. Beatriz Heyermann
Dr. Reynaldo Holder
Dr. Jorge Lastra
Dr. Wui-Chiang Lee
Dr. Kathryn Mitchell-Fearon
Dr. Ramiro Narvaez
Ms. Lucy Nugent
Mr. Nairio Augusto Pereira Santos
Dr. James Rice

Guests:
Mr. James Fitzgerald
Ms. Sasha Grenier
Mr. Emmanuel Le Perru
Ms. Temitayo Ifafore
Ms. Agnes Soucat

Key Discussion Points:
The meeting was called to order at 2:30 pm. Ms. Angelini was assigned to take minutes.

Topic 1: Welcome and Introductions
Introductions were made around the room.
Mr. Fitzgerald, Health Systems and Services (HSS) at PAHO made introductory remarks and welcomed the consortium to PAHO.

**Topic 2: Recap Work on the Competency Directory**
A presentation on the work to date of the competency directory was made by Ms. Hahn and Ms. Angelini. Small edits to the directory were shared. The consortium made a motion, which was seconded and approved to accept the competency directory with minor edits as discussed. A final version will be sent to the group for review and a mockup of the final product will be worked on for review at the next meeting (March 17th, 2015).

**Topic 3: Recap Work on the Call to Action**
A presentation on the work to date of the Call to Action was made by Ms. Bowen, Mr. de Roodenbeke and Dr. Holder. Edits to the Call to Action were shared. The consortium made a motion, which was seconded and approved to accept the competency directory with minor edits as discussed. A final version will be sent to the group for review and a mockup of the final product will be worked on for review at the next meeting (March 17th, 2015).

It was decided that there is a need to determine the number of countries and the number of members represented by the organizations stated in the Call to Action to show size and scope of the support for this work.

**Topic 4: Review of Goals**
Mr. Rice welcomed our guests Ms. Grenier and Mr. Le Perru. Introductions were made around the room.

A review of the goals for the rest of the meeting were discussed. Attendees shared with the group what they hoped to accomplish over the next few days.

**Topic 5: Small Group Work**
The consortium worked in two smaller groups to discuss the following topics:
- Advocacy
- Thought Leadership
- Website
- Promotion to Champions

The following action plan with owners and draft timelines for 2015 was developed from these discussions. The motion to accept the action plan was made, seconded and approved.

*Work of the Consortium:*
- 1. Support Package - Angelini
o PowerPoint (By May 1)
  o Package of Materials: (By April 1)
    ▪ Competency Directory (minor updates - Angelini)
    ▪ Call to Action (minor updates - Angelini)
    ▪ Introduction of background to work and how to use directory (need to be developed – Angelini, de Roodenbeke, Racette)
    ▪ Glossary of terms (need to be developed – Holder)
  o Branding and graphic design (By May 1 - de Roodenbeke)
  o Meta-analysis of current research – Mitchell-Fearon, Grenier
  o Case Studies
    ▪ University of West Indies - Mitchell-Fearon
    ▪ Taiwan – translate current credentialing materials - Lee
  o Article Template – Aug. 2015 – Angelini, Evans, de Roodenbeke, Holder, Lee
    ▪ Bring together many different current articles for communication plan – standardize messaging/template
  o Translate Materials
    ▪ Spanish – Holder (PAHO)
    ▪ French – Le Perru? (PAHO/MSH?)
    ▪ Chinese – Lee
    ▪ German – Nugent (European Association)
    ▪ Brazilian Portuguese - Pereira
• 2. Pursue funding for resources – Fong, Evans, Nugent, Rice
  o Build materials/case for support by July 2015
  o Identify funders Oct. 2015
  o Source confirmed by Dec. 2015
• Technology platforms
  o Inward facing – continue to use basecamp as a platform to share information and work amongst this consortium - Hahn
    ▪ Calendar of events on basecamp
  o Outward facing – website hosted by IHF where resources can live and people can be directed to pages from other association’s websites IHF Staff put support packet/branding on website – de Roodenbeke

Work of Individuals:
• Research
  o Commission new research where gap exists
    ▪ Caribbean baseline - Mitchell-Fearon
• Promotion (identify ready partners) at World Meetings
  o ACHE Congress (March – consortium meeting)
  o European Association (April – de Roodenbeke and Lucy)
  o AUPHA’s Annual Meeting (Date? – Hahn?)
  o Cairo, Egypt Leadership Competencies Workshop (April – de Roodenbeke)
  o Chile’s Congress (May/June – Lastra)
  o Brazil’s Hospital Fair (May – Nairio)
  o IHF World Hospital Congress (Oct. – de Roodenbeke, Consortium members)
  o Australia’s Hospital Congress (Oct. – Fong)
  o West Africa Meeting (3x per year – PAHO/MSH/Consortium?)
  o European Assembly (Oct. 2016) – Nugent

• Promotion (identify ready partners) at Governmental Levels
  o Promote directory on a face-to-face basis to gain support from organizations throughout The Americas in order to build capacity to bring a formal endorsement from PAHO at 2016 meeting – 2016 World Health Assembly
    ▪ Approach government in Chile – the “ask” is the formal endorsement by government - Lastra
    ▪ Approach government in Taiwan – the “ask” is a formal recognition of HC Management as a profession by government through the use of these tools - Lee
    ▪ Approach endorsement in Caribbean – the “ask” is a formal endorsement by government and academia - Dobson
  o Identify 2/3 champions by Dec. 2015 to move forward on in 2016 (May overlap with above)

**Topic 6: Revisions to Directory**
A plan for systematic revisions to the directory were discussed. It was proposed that the competency directory will be reviewed and discussed in an open forum every two (2) years at the IHF World Hospital Congress Meeting. This will be further discussed during the next meeting (March 17th, 2015).

**Topic 7: Special Interest Group of the IHF**
Moving the work from the consortium to a Special Interest Group of the IHF was discussed. Edits were made to the current SIG document and will be sent to the consortium for review. A new name for the SIG was proposed: The IHF Healthcare Management Associations Special Interest Group. The role and requirements of the SIG will be further discussed during the next meeting (March 17th, 2015).
Topic 8: Funding and Next Steps Discussion

Our guests from USAID, Ms. Ifafore and from the World Bank, Ms. Soucat we welcomed to the meeting. Introductions were made around the room.

Potential areas of overlap between the USAID’s interests and the goals of the consortium were highlighted along with The World Health Assembly 2016 agenda item of human resources as potential ways to gain interest and support from investors.

It was decided that an “investor prospectus” would be developed to package the consortium’s work when talking with and presenting to potential investors.

Key areas and potential funding organizations were discussed. This discussion will be continued at the next meeting (March 17th, 2015).

The meeting adjourned at 2:00 p.m.