

**Summary of EBMT Nurses Group Board Meeting
Sunday 10th June 2007
Barcelona**

Present:

Monica Fliedner	President
Erik Aerts	President Elect
Mairead Ni Chonghaile	Secretary
Joachim Blankart	Treasurer
Letizia Galgano	Local Nurse Florence
Eoin James Mac Hale	Administrative Support
Lissa Perteghella	Administrative Support

Apologies:

Simona Calza	Local Nurse - Florence
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Introduction

Monica commenced the meeting by welcoming everyone and thanked the EBMT Secretariat team for taking the minutes.

Minutes of Previous Meeting

Minutes were accepted as correct.

Matters arising from AGM

The AGM minutes were reviewed and accepted as correct.
It was agreed that an announcement should be made in the EBMT NG Newsletter to notify members of the new constitution
Eoin confirmed that the EBMT News will be released in July, November and March.

Editorial Sub Committee (ESC)

A telephone conference had taken place a few weeks ago. Jane is still interested and wants to work with the ESC. It was agreed to introduce Jane and Sara to each other to move forward.

Other areas covered:

- ❖ First draft for the July Newsletter completed.
- ❖ Jane and Sara to take forward the issue of how to get National Groups more involved in contributing to the Newsletter.
- ❖ Adding a reminder about election nominations and the ballot to the NG Newsletter.

Research Sub Committee (RSC)

Joachim reported that the DVD (GvHD DVD) had been paid for. Translators will work on the text and ask native speakers to review (German, Italian and Czech).

The DVD will be sent directly to all nurse members and nurses within CICs. If there is no nurse registered within a CIC, the DVD should be sent to the CIC PI.

The NG would like the RSC to determine dates for completion of the Research Priority Survey.

Treasurers Report

After meeting with the EBMT Secretariat team the previous day Joachim proposed a new way of dealing with individual NG membership payment. The new process was agreed and will be communicated to all members in the next July Newsletter.

Joachim invited requests (specific) for money to arrive before August as budget needs to be finalised there after.

EBMT 2008

It was agreed that most issues had been discussed in the previous Scientific Committee Meeting. Letizia requested EBMT material to help promote EBMT within the nursing profession in Italy.

It was acknowledged that information determining what kind of translations would be available in Florence would be clarified after the Sponsorship meeting.

Exchange Visit

It was agreed the last the last exchange visit and the travel scholarship had been completed successfully and both individuals had written articles. However there has been no application for the exchange visit this year and 3 applications for the travel scholarship

- A reminder for applications for the exchange and travel scholarship to be sent out and applications reviewed at the end of June.
- Erik Aerts to send a reminder in October to all nurses to inform them of 1st January deadline for the scholarship to attend conference.

National Groups

Website changes had been made by the EBMT office in Barcelona and the new Netherlands chair will present herself in EBMT NG Newsletter.

Spain

Monica had helped Cristina Gallego to prepare an article about the study day that had taken place in Barcelona, which Monica commented had been a great success – article will appear in EBMT news. The study day was well supported by Dr Carreras and ideally they would like to do it every year, although it's still unclear how it would be funded.

Germany

Erik reported that the link to the German National Group website www.kmt-ag.de had been updated.

Erik confirmed that a National Group meeting would take place in September. The group had written an article for EBMT News and planned to present themselves officially at the meeting in Florence 2008. The German constitution was reviewed and needed some clarification. The constitution was accepted by the NG Board.

Austria

The Austrian statute was reviewed during the meeting and a few queries about the text were raised. Erik would liaise with the group to finalise text.

Italy

Erik has been contacted by Sara from Italy about forming an Italian National Group, Erik suggested she contact Letizia to work collaboratively on this. Letizia has discussed setting up a National Italian Group with GITMO who have already set up a sub committee to explore this possibility.

- Erik will send details of Sarah to Letizia and also contact GITMO president.

Nordic

Erik added that he was in contact with the Nordic Forum. The Nordic Group will decide in November if they officially form an NG National Group or not.

France

Erik had been in contact with Silvia and Christina and had not heard from them but he will try again in order to offer any assistance that they may require.

Education Initiatives

Mucositis near completion. Group disbands post completion and will need to reform once again if the project needs further development.

Education Committee

Monica had attended a study day in Alicante and reported back that further discussions were going well with Tomas Massi.

Monica invited people to contribute a chapter to the handbook and Mairead agreed to assist.

Novartis Meeting

Erik reported that attendance was good and will provide a full report/article in the NG Newsletter.

Activities with Sponsors

Most sponsors are already involved with education initiatives and the EBMT congress, it was felt however that this would be a good point to discuss and bring up at the next meeting to be held. Along with discussing the possibility of Novartis sponsoring or funding an award for best Poster/Abstract.

Nuclear Accident Sub Committee (NASC)

Work within this sub-committee is progressing and the possibility of European training courses being developed. Monica will continue to update the group on the NASC's training programme development. The NASC will hold planning meeting 23rd June 2007 (Munich)

JACIE

The quality manual is being revised and the NG board will act as reviewers with the intention that in September/October it will be finalised and completed.
The questionnaire on staffing will be distributed at the end of the summer.

Inspector Training Course

The next Inspector Training Course is 14th-15th September in Athens. Joachim to attend with Anna Mantecon (Spain)

Paediatrics Age Limit

Giorgio Dini had written to the Board requesting clarity over the age a patient is considered an adult or paediatric patient. He suggested 18 but is aware that countries within the EU all varied. For EBMT purposes and to facilitate data managing and accreditation numbers it would be beneficial that within the EBMT the age limit was the same for all countries.

Next Meetings

22nd & 23rd September 2007, Amsterdam