



Date: 9 March 2007

Ref: 12-2886

International Health Terminology Standards Development Organisation

Statutory General Assembly

Friday 9 March 2007, Danish National Board of Health, Copenhagen 10 am

MINUTES OF THE MEETING

1. Election of Chair for meeting

Martin Habersaat, as the nominated Chair of the General Assembly, welcomed attendees to the Statutory General Assembly.

2. Present at the meeting

Martin Habersaat introduced the Potential Members that were present at the meeting having presented the necessary powers of attorney:

- Denmark – The Danish National Board of Health, represented by Arne Kverneland who was present in person
- Lithuania – The Ministry of Health, represented by Arvydas Laurinavičius who was present by telephone
- Sweden – The Ministry of Health and Social Affairs, represented by Daniel Forslund who was present in person
- The United Kingdom of Great Britain, Northern Ireland, the Channel Islands and the Isle of man - The Secretary of State for Health, acting through its agency NHS Connecting for Health, represented by Martin Severs who was present in person
- The United States of America - The U.S. National Library of Medicine, represented by Betsy Humphreys who was present by telephone

The following Potential Members had in advance issued a letter of consent consenting to the formation of the Association and their membership:



- Australia – The National E-Health Transition Authority Ltd (NEHTA)
- Canada – Canada Health Infoway Inc
- New Zealand –The Ministry of Health
- Netherlands –The Ministry of Health, Welfare and Sport

Present by telephone without power of attorney: Mike Sheridan, Russell Craig, Eveline Castelijns, Sarah Bagshaw, Richard England, Vivian Auld and Ted Christiansen

3. Presentation and Adoption of Articles of Association

The Chair stated that the creation of the Association was based on a version of the Articles identical to the version distributed by Milbank on 8 March 2007 at 18.59 GMT.

All Potential Members present consented to the formation of the Association and to their Charter Membership.

The Association was thereby formed and the Potential Members having issued a letter of consent thereby became Charter Members of the Association.

4. Appointment of Management Board representatives

The Chair provided details of the Management Board representatives (the Directors).

Charter Members need to supply the detail as requested in Schedule 1 of the Articles which requests Member Contact Information.

- Australia – Karen Gibson
- Canada – Mike Sheridan
- Denmark – Arne Kverneland
- Lithuania – Arvydas Laurinavičius
- Netherlands – John Van Beek
- New Zealand – Russell Craig
- Sweden – Daniel Forslund
- UK – Martin Severs
- US – Andy Wiesenthal



5. Appointment of external auditor

The Association appointed Price Waterhouse Coopers in Hellerup (Copenhagen) to be external auditor.

6. Any Other Business

The Chair stated that he would be taking forward formal registration of the Association. The Articles will need to be translated into Danish and home addresses of Board Members (Directors) need to be sent to him to complete Schedule 1.

Martin Severs confirmed timeframes as follows

- Translation completed by Wednesday 14th March
- Registration and bank account by Wednesday 21st March
- Agreements executed by Thursday 22nd March.

Martin Severs also asked Charter Members to review the logo in preparation for discussion on Monday 12 March.

Ted Christiansen proposed a vote of thanks to Martin Severs, Richard England and Sarah Bagshaw for their hard work in bringing the group to this point.

7. Meeting Closed

The Chair thanked representatives for attending and announced that the Association was now formed.

Original Signed