

**Minutes of the Continence Promotion Committee (CPC)
Held in Heidelberg, Germany
Friday 30 August 2002, 1300 hours**

Attendance: David Fonda (Chair), Christine Norton, Cheryle Gartley, Helmut Madersbacher, Mela Lapitan, Diane Newman

In Attendance: Rani Vadiveloo, Bengt Bengtson

Apologies: Els Bakker, Jean-Jacques Wyndaele, Peter Lim, Ilan Greunwald, Vasana, SS

1 Minutes of Previous Meeting

The minutes for Seoul, Korea September 20, 2001 were accepted as correct.

2 Heidelberg Workshop 2002

Between 160 – 180 people attended this despite it being held “off site” on the theme of “Targetting General Practitioners in Continence Care”. It was followed by a social gathering sponsored by Pfizer.

ACTION: 1 Diane Newman would provide a summary that will go on the CPC website.

2 All speakers would send their PowerPoint presentations to DF with view to making them available on CPC site.

3 Florence Workshop 2003

It was agreed that this workshop should be special as it represents the 10th year of the CPC. There will be two themes:

(a) “Continence care within culturally and linguistically diverse communities”.

(b) “CPC Fair” which would provide an opportunity for organisations to “show off” some of their recent or significant achievements. Each would have the opportunity to talk to the meeting for about 5 minutes. It is planned that the Fair would be open before the session started, during the tea break and during the subsequent social gathering (see #12 below)

ACTION: 1 David to act as the Convenor for Workshop.

2 Christine to act as the Convenor for the Fair and to draft guidelines for circulation to the committee and to invite participation.

3 David to negotiate onsite venue for all above.

4 David to explore catering for social function.

4 Committee Membership

The meeting welcomed Mela and Diane as new members. The absence of a gynaecologist was again noted and suggestions would be welcomed. Vasana has been very active in the past year with the website and Newsletter and was unfortunately a late apology.

5 Website

There has been a lot of activity in this area during the past year. Vasan and Bengt have worked together to improve the look of our site. The committee acknowledged the efforts of David in lobbying the ICS Advisory Board which has now agreed that reference to Continence Promotion would appear on the ICS Homepage with words to the effect of "The ICS supports and encourages the importance of Continence promotion and awareness. For more information, please click here".

ACTION: David to liaise with ICS office.

It was noted that acknowledgment of SCA in isolation of other ICS sponsors would not be permitted by the ICS Board. The option would be to list all ICS sponsors also on the CPC Homepage.

ACTION: David to resolve sponsorship issues.

Concern was raised that currently hotlinks to ICS sponsors goes directly to their own Homepage and with no return "Back" to ICS pages. This was felt to be unacceptable. There should also be facilities to count and track movement to CPC site.

ACTION: 1 David to discuss hotlinks with ICS office.
2 Bengt and Vasan to explore how to set up counting of hits.

It was agreed previously that the CPC site should have representation on the ICS Internet Committee. As Vasan is now the convenor of CPS Website he will be nominated. Bengt and David are the other members.

ACTION: David to arrange for Vasan to be co-opted to ICS Internet Committee

It was suggested that we check with major Tracking and Search Services that ICS, CPC and Continence World Wide comes up as a priority.

ACTION: Bengt to explore above.

Various other CPC activities will need to be brought onto the CPC site as outlined through these minutes.

6 Continence Worldwide Newsletter (CWN)

The new look of the CWN was noted and Vasan congratulated. Vasan has indicated various problems with contributions, content, etc. He will formulate these into guidelines. It was agreed that the major focus of the CWN should be for the Internet. It should have generic type information on each organisation as well as opportunity for specific reports of their activities which could be indexed on a "Bulletin Board".

It would state the date of latest update from each organisation. This would be a dynamic newsletter or bulletin. From this the Annual printed CWN would be produced which would also provide more information about the work of the CPC during the past year and activities planned, CPC membership and national organisations. It was noted that we should produce a special 10th Anniversary souvenir edition.

ACTION: 1 Chris and Cheryle to edit the souvenir edition.
2 Chris to act as liaison to Vasan re the Internet version of CWN.
3 Diane to assist by gathering information from national organisations and to liaise with Chris and Vasan (see #7 below).
4 Vasan to formulate guidelines and timelines for CWN.
5 Vasan, Chris, Cheryle and Bengt (with David ex officio) to work together as a small working party on above initiatives.

7 Lists of National Organisations

It was noted that the current listing may be inaccurate in various detail. It was agreed we should primarily list those organisations that are National and their focus is primarily related to incontinence. A supplementary listing of other organisations could be considered at a later time. It was suggested we check all listed organisations hotlink to CPC and encourage them to hotlink to each other.

ACTION: 1 Diane to upgrade status of organisations and contact details and forward these to Bengt.
2 Bengt to update information.
3 Vasan to encourage organisations to hotlink (as above) once details have been upgraded.

8 Improving Profile of CPC Activity

It was agreed we should resume submitting a regular page in "Neurourology and Urodynamics". Diane offered to provide input in relation to the ICI (see below) and the Heidelberg workshop.

ACTION: 1 David to re-establish links with the journal
2 Diane to produce "one pagers" for submission (to forward to David).
Postscript: David has spoken to Gerry Blavis, Editor, who has agreed in principle.

9 International Consultation on Incontinence (ICI)

Diane is Chair of the Continence Promotion Section. There have been other CPC members on her group (Ilan, Peter). Diane aims to integrate the work of these 2 groups where possible.

10 Aids and Appliances Information

There is generic information being produced in a number of countries for information to consumers and health professionals.

ACTION: Diane to explore this further once Diane has prepared the updated National lists.

11 Educational Material Produced for Health Professionals and/or Consumers

Els has gathered some data from various national groups of pamphlets and other educational sheets produced. It is intended to create a file of these on our website in order for individuals to access electronic copies in various languages from recognised national websites. As a start Australia will shortly place 15 different pamphlets in 14 languages on the web. Adrian English (from Hillister) has volunteered to assist Els in this task. Once the data has been collected it will be forwarded to Bengt.

ACTION: David to further brief Els and Adrian.

12 10th Anniversary of CPC

It was agreed to promote and celebrate this event.

ACTION: 1 Cheryle and Chris to develop a Souvenir Edition of CWN.
2 Chris to coordinate a "Fair" in Florence.
3 David to arrange social gathering(s) in Florence.

13 **CPC Awards**

It was agreed to defer this for the moment.

14 **Ethical Standards for Industry Advertising**

The importance of this was recognised but it is currently not the responsibility of the CPC to develop guiding principles which could be misconstrued by advertisers.

15 **Communication**

It was recognised that this has not been optimal with various organisations – nor between organisations. It was agreed the updated lists being produced would assist enormously and once produced the Chair will write to all countries to inform them of the CPC and its initiatives.

ACTION: 1 Diane to update National lists.
 2 David to communicate with National organisations.

16 **Future Meetings**

The communication between CPC members will continue by email. The next face to face meeting will be in Florence in October 2003.