



## EGEA Joint Working Groups Chairmen & Board of Directors meeting,

Tuesday 10<sup>th</sup> of October 2017, Brussels

### -Minutes-

#### Participants:

President	Jaume Berenguer [JB]
1 <sup>st</sup> Vice-President	Thierry Coton [TC]
2 <sup>nd</sup> Vice-President	Michel Vervekken [MV]
Treasurer	Leon Andriessen [LA]
Board Member	Frank Beaujean [FB]
Board Member	Massimo Brunamonti [MB]
Board Member	Dave Garratt [DG]
WG1 Chairman	Fausto Manganelli [FM]
WG2 Chairman	Elvis Colla [EC]
WG6 Chairman	Jordi Brunet [JBR]
WG9 Chairman	Alessandro Carluccio [AC]
WG10 Chairman	Marco Le Brun [MLB]
EGEA Secretariat	Neil Pattemore [NP]
EGEA Secretariat	Eléonore van Haute [EVH]

#### 1. Welcome by the President

- JB welcomed all Board members and WG Chairmen to this Joint Working Groups Chairmen & Board of Directors meeting. He explained that there is a real need to work closer together, more efficiently and respecting the WG rules. The aim of this meeting is also to know more about the WG priorities and the expectations from WGs chairmen.

#### 2. New Working Group rules of procedure – presentation and expectations

- JP presented the WG rules and went through each article (see attached document).
- Discussion whether article 2 should be amended to include the following: 'If a member does not attend three times consecutively the meetings, then the national association has the possibility to replace him and nominate others delegates'. No decision was taken.

#### 3. How to improve the efficiency of working group's work and chairmen's leadership – exchange of views

- JB explained that WG Chairmen need to present to the members the benefits of the WGs and its members. He then invited all WG Chairmen to give feedback on their expectations and priorities.
- WG1:
  - FM reported about the experience with the current revision of the EN1493 standard and explained that sometimes it is difficult to define priorities within the WG as usually the work is led by the development/drafting/revision of standards.

- WG1 is dealing more with technical issues rather than political ones although competition between the companies during WG meetings appears to be sometimes present.
  - FM thanked the Board of Directors for such exchange initiative as there was a lack of decision-making process and communication between the Board of Directors and the WG Chairmen.
- WG2:
  - EC gave a report on the WG2 and its activities/priorities (see attached presentation).
  - EC added that there is a lack of active participation, WG members need to feel more involved.
  - Discussion after EC's report, LA encouraged EC and all WGs to work for the market and avoid any competition issues within WGs. This should be clearly avoided to work efficiently and together for the industry.
- WG4:
  - EVH informed the participants about changes within WG4. Discussion whether elections need to take place.
  - Decision: to organise new elections + call for new experts.
- WG6:
  - JBR reported about WG6 current activities and explained that there were sometimes issues with feedback/commenting mechanism with the members as the deadlines for submitting comments were not respected and this impacted the preparation of the next meetings.
- WG9:
  - AC reported about WG9 activities and explained that the intention was to launch the label activities by end of November 2017. For that, AC will prepare marketing tools/emails to send to all EGEA members and to national magazines as well.
  - AC went through the WG9 business plan for EGEA label (see attached document).
  - AC explained that MACs is even more important with Electric Vehicles.
  - Actions: AC to write a letter/article on his report made on electric vehicles and consequences on MAC systems, the secretariat to send it to all EGEA members.
- WG10:
  - MLB reported about the last WG10 activities and went through the list of points for discussion (see attached WG10 presentation). When going through the certification scheme, AC asked that a check of the certification is done also after the certificate is delivered as a conformance check, as this is also foreseen by WG9 in its labelling activities.
  - FB confirmed that asanet is ready to change the name of Asanetwork company without changing the status of this company.
  - FB explained that he has a seat as ASA president within the asanetwork board and this seat will be passed to the EGEA president so that EGEA is represented within the Asanetwork Board of Directors.
  - FB reported that Asanetwork is currently changing its statutes, we therefore need to wait for the official modifications before starting any activities and signing any contract with EGEA.
  - AICA stated that they cannot decide at this stage whether or not they would like to be part of this project since some elements are still to be clarified and this should be referenced into a single asanetwork paper.
  - Additionally, MB explained that AICA has been approached by a very large IT company who offered such kind of solution and free of charge. This solution will be released within one month to AICA and will be analysed by MB whether or not it can fit EGEA member's needs.

- Actions:
  - To organise a next WG10 meeting to address the last technical points (see attached MLB presentation).
  - Asanetwork will review the comments made by AICA and will come back to EGEA/AICA with an updated proposal.
  - MLB to send updated version of Asanetwork proposal including all AICA comments to be sent afterwards to Asanetwork.

#### 4. How to improve the communication channel?

- MB expressed his concern regarding the communication between WGs activities and national associations. It is crucial to have a proper and constantly updated contact details database to keep them informed.
- Discussion on how to increase WG members' interests: various suggestions were proposed and discussed such as to send the minutes only to the participants to the meetings, to make a short summary for the members every month about outcome of the WGs meetings, to restrict voting power within WGs to the participants to the meeting,...
- Discussion whether a one page newsletter can be included into all EU national magazines. Decision: the members to investigate at national level whether a page is available in their national magazine to include news from EU/EGEA activities.
- Decisions:
  - Decision that each WG Chairman should make an executive summary to be sent after each meeting to the secretariat.
  - Decision to release every 6 months a bulletin on WG activities (executive summaries only) to all national associations for their members and their national magazines (info spread from EU level to national level).
  - Decision to revise the list of WG members and reduce it to really active people.
  - Decision that minutes will be sent to participants only and to excused participants. Non-active members will be kicked out of the WGs (after 3 absences) and national associations will be informed accordingly.
  - Decision that if there is a 'breaking news' then this one is spread to all magazines and national associations.
  - Decision that all WGs related documents will be available on the EGEA member area on EGEA website.
- Actions:
  - To review the list of WG members and inform the associations about the possibility to change their delegates as WG participants must be motivated and maybe renewed if they don't participate on a regular basis to the WG meetings.
  - To recirculate the list of WG members to all national associations
  - To get feedback from national associations whether there is a page available within their magazine to include some news from EGEA and Brussels activities.

#### 5. Any other business

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Eléonore van Haute.

Attachments:

- Working Group rules
- WG2 presentation
- WG9 updated business plan – labelling activities in 2018
- WG10 presentation