
2nd MELODI General Assembly



2nd of November, 2011 – 18.30-20.00h
 AULA BOVET
 Istituto Superiore di Sanità
 Viale Regina Elena 299
 00161 Rome
 Italy

Meeting report FINAL

The General Assembly meeting for the year 2011 of the MELODI Association took place on 2 November 2011 in Rome, Italy, Istituto Superiore di Sanità, Viale Regina Elena 299, Aula Bovet.

The meeting was opened at 18.40 by the MELODI President, Jacques Repussard, in the presence of the Bureau Members Velio Macellari (treasurer) and Frank Hardeman (secretary). The vice president Wolfgang Weiss was excused.

The Members present have all signed the attendance sheet. This list is attached in annexe 1 to this meeting report. Access was also given to representatives of Candidate Members in order to allow them to present their organisation. As more than half of the Members were represented, according to Art XIV of the Statutes, the decisions taken by the General Assembly are considered valid.

TOP 0 – Approval of the agenda (all)

The agenda was approved unanimously. A small point is added concerning the request from André Jouve to mention that Mister Hervé Pero takes over Simon Webster's duties.

TOP 1 – Achievement of the establishment of the MELODI Association (Jacques Repussard)

1.a – Opening a bank account for the MELODI Association: Status

The bank account has been opened; mandate is given to the president and the treasurer to perform financial operations on behalf of the MELODI Association from now on.

1.b – Budget 2011 and call for the 2011 membership fees: Formal Approval

- The Membership fee 2011 has been fixed at 1,000.00 € before taxes during the General Assembly in 2010 and has been reconfirmed during the present meeting. The invitation to pay the annual contribution 2011 with all necessary information how to perform the payments will be sent shortly to all Members, certainly before the end of this year.
- The Board proposed to maintain the fee of 1,000.00 € before taxes for 2012. This proposal was approved unanimously by the Assembly. Invitations to pay the Membership fee 2012 will be sent in the beginning of 2012.

1.c – Establishment of the Scientific Committee: Status

- The Board prefers to restrict the Scientific Committee to 7-8 members, based on the scientific reputation of the experts, who will act not as representatives of their country nor organisation, but as individual expert in a number of scientific disciplines as agreed during the September Board Meeting (see Annex 2). The alternative is to make a larger Scientific Committee rather based on organisations or regional distribution of expertise.
The General Assembly unanimously approves the proposal of the Board and mandates the Board to take the necessary initiatives to compose the Scientific Committee following the first option to nominate individual independent experts.
- The President clarifies the process of identification of suitable members of the Scientific Committee is ongoing. Members may propose candidates by sending names and coordinates to the Secretariat address MELODI.secretariat@sckcen.be), the sooner the better and at last by the end of the year. Names will be circulated by the secretariat, and comments are welcome at the level of the secretariat. A proposal of composition of the Scientific Committee should be possible at the next Board Meeting (20 March 2012).

1.d – Creating a MELODI Award for a young scientist: Status

- The President communicates the willingness to introduce a MELODI Award at the occasion of the next MELODI workshop to be given to 1 or 2 scientists/projects in the domain covered by the MELODI association.
- After a discussion with the General Assembly, it is decided:
 - To attribute one Award per year (only exceptionally ex aequo outcomes could be accepted); the amount would be a few thousand €.
 - To attribute it to an individual, young researcher who should also be willing to act as ambassador for the MELODI association at at least one conference in the domain of low dose research/radiation protection.
 - To mandate the Scientific Committee to judge the candidates/projects submitted.
- The meeting agrees that general rules and criteria must be made available on the website (first draft to be written by the Secretary; the final document should be approved during the next Board meeting). Suggestions are: to en favour research by relatively young researchers (e.g. doc – post-doc); to have explicit criteria (innovation, multi-disciplinarity,...).

1.e – Formal approval of an amendment for Article 10 of the internal rules of the MELODI association

- The Article 10 has been debated at the Board meeting of September since some words (mainly concerning the working groups) were missing in the original version of the internal rules. The President has presented the text to the Assembly. The General Assembly unanimously has approved the text of Article 10 (annex 3).
- A need for a template for the description of the mandates (scope, timing, means,...) has been identified; furthermore, the Secretariat should maintain at all times an overview (and a formal list) of active and past Working Groups and their outcome. The Secretariat will make a proposal to be approved by the Board during its next meeting.

1.f – Presentation of information to be provided by candidate members (Appendix 3 of the MELODI Statutes)

- The Letter of Intent has been signed by all founding members; inclusion of new other members has been foreseen; the document to be signed by new candidate members has been finalised in French and English.
- The template has been proposed to the General Assembly and has been unanimously approved. It will be included in the Internal Rules of the association and will be made available on the MELODI website.

TOP 2 – Procedure for admitting new members (Jacques Repussard)**2.a – Formal decision on the membership applications: the General Assembly is the body that accepts or rejects new members. The following decisions have been made:**

- Italian National Agency for New Technologies, Energy and Sustainable Economic Development (ENEA, Italy): has signed the letter of intent; its mission shows a role in this area; ENEA is scientifically active in the domains covered by the MELODI Association (cf. co-organisation of the 3rd MELODI Workshop). ENEA is therefore unanimously accepted as a Member of the MELODI Association.
- Centre for Research in Environmental Epidemiology, (CREAL, Spain): The letter of Intent has not yet been received formally; CREAL is an active and well-known actor in low dose research and active in DoReMi. CREAL is unanimously accepted as a Member of the MELODI Association subject to provision of requested documents.
- Institute of Radiation Physics, (IRA, Switzerland): a Letter of Intent and a description of their activities in the domain of (low) dose research and related activities (education and training, expertise) has been received. IRA is unanimously accepted as a contributing Member of the MELODI Association.
- Military Institute of Hygiene & Epidemiology (WIHE, Poland): due to some administrative delays and difficulties in getting timely the information on the contact point, insufficient information has been received at the time of the meeting. The decision on membership is postponed to the next General Assembly meeting.
- Medical School of the Democritus University of Thrace (DUTH, Greece), The decision on membership is postponed to the next General Assembly meeting.
- Swedish Radiation Safety Authority (SSM, Sweden): a Letter of Intent has been received; the

SSM is reknown in the domain of activities of MELODI, and is active in research in this field. SSM is unanimously accepted as a Member of the MELODI Association.

- Frédéric-Joliot-Curie National Research Institute for Radiobiology and Radiohygiene (NRIRR, Hungary): the Letter of Intent has been received, as well as sufficient information indicating the activities of NRIRR in the domains covered by the MELODI Association. NRIRR is unanimously accepted as a Member of the MELODI Association.

The information received has been posted on the MELODI Workspace by the secretariat of MELODI, and a message has been sent to the Members to inform them. This approach is well accepted by the Members and will be used in future as well. It is recognised that the candidate Members have maybe not always been contacted/informed correctly or timely in the past. Efforts will be made to improve this.

2.b – Honorary members of MELODI: Status

Honorary members are foreseen in the statutes of MELODI. During the Board meeting in September, it was decided to postpone this issue till the MELODI association has reached a next stage of maturity. The General Assembly supports this position. Honorary Membership remains a possibility, but no active efforts will be made at this moment to identify/propose/nominate them.

TOP 3 – Upcoming MELODI meetings (Frank Hardeman)

3.a - 4th MELODI Workshop (date and place)

- The Secretary announces that STUK has offered to organise the 4th MELODI Workshop and gives the floor to Sisko Salomaa representing STUK.
- The next Workshop will be organised at Helsinki (Finland) from 12 till 14 September 2012. Synergy will be sought with the ICRP Committee 1 meeting that will follow this meeting, also in Helsinki. The Organiser announces that the place has been fixed already, and that a website has been started.
- The President asks to foresee explicitly an adequate moment to organise the General Assembly meeting during the Workshop.

3.b - 5th MELODI Workshop (date and place)

- During the Board meeting of September, the Belgian Nuclear Research Centre SCK-CEN (Belgium) has offered to organise the 5th Workshop in Belgium in September-October 2013 in Brussels.
- The General Assembly approves SCK-CEN to organise this Workshop; a timely decision is considered helpful to facilitate and improve the organisation of the Workshop.

3.c - MELODI Workshops: generalities

Though not officially foreseen in the Agenda, a discussion is held on the format of future MELODI Workshops.

- High level lectures by experts of international reknown in the field should be completed by discussions to enhance the SRA and its implementation in practice, as the SRA is the key deliverable of MELODI (promotion of joint research initiatives in line with the SRA). A right balance lecture – interactivity should be sought.
- The experts may be asked to comment the SRA and to formulate proposals for future research in their presentations, giving seed to discussion afterwards. Formal consensus conferences on particular topics may be included.
- It is also proposed to report the scientific activities and initiatives from the previous year held by MELODI.
- The General Assembly reaches a consensus that some guidance for organisers is useful, yet should not be too prescriptive either.
- Initiatives such as organised by Stockholm University (Rånäs Castle) intended to enhance cooperation between MELODI Members has given rise to new initiatives to bring researchers together to collaborate on some topics such as childhood leukemia. Room should be given during the Workshops to give feedback on such initiatives.
- Invited speakers and Programme Committee members may be asked to comment some aspects of the SRA as part of their presentation. It may be wise not to include all aspects of the SRA in one Workshop but to focus on some priorities. Feedback on DoReMi topical workshops (e.g. on stem cells, -omics technologies, epigenetics, childhood leukemia, biobanking and cell signaling) may be included as well, though this should not lead to creating confusion between DoReMi and MELODI.

- The General Assembly recommends its members to be creative in identifying room for cooperation and to organise targeted workshops that may lead to joint projects, and the Board to support such efforts. No proposals are made so far for extra initiatives in 2012 (maybe a follow-up on the epigenetics workshop held by the DoReMi partners).

3.d – Other topics for discussion based on spontaneous demand of the Members.

- The draft statement by Wolfgang Weiss on research priorities has been made available; was there sufficient attention for this document?
It is decided that in future a second mail will be sent as a flag raiser to promote responding to the text proposed.
This document is now on the website as final; if there would occur major objections, it is advised to contact Wolfgang Weiss directly to see what could be done.
- A debate has been raised on the usefulness and timing of putting the SRA open for consultation and comments by the outside world. Two opinions are formulated:
 - a. Either to wait till the Scientific Committee has been created, ask them to comment and if needed revise the SRA and bring it on the website for discussion afterwards
 - b. Or: include the comments and ideas formulated during the MELODI Workshop, revise the SRA accordingly and publish it for consultation as soon as possible. The Scientific Committee could be called in to deal with the comments received.

Some arguments raised during the discussion: make use of the dynamics of the workshop to launch a broader debate now; the SRA should be a living document, so a too formal approach for comments is not necessary; the Workshops should be the key moments to further improve the SRA;

The General Assembly decides that the President in his concluding remarks of this Workshop is mandated to announce the SRA will be open for comments shortly. This should also be mentioned on the website of MELODI, with an adequate email address of the person to contact. One might also identify key persons (e.g. ICRP com 1 Members) as individuals to comment it

TOP 4 - Appointment of the Association's board of directors – approval on prolongation for 3 years

The following Members of the Board were nominated for 1 year according to the Statutes of MELODI. These Members are candidate for a new mandate of 3 years.

The General Assembly unanimously approves an extension of the mandate of the following institutions in the Board for the next 3 years:

- Institute for Radiological and Nuclear Safety IRSN (France),
- National Institute for Nuclear, Chemical and Biological Protection (Czech Republic),
- Stockholm University CRPR (Sweden),
- Radiation and Nuclear Safety Authority STUK (Finland),
- Universidad Autónoma de Madrid UAM (Spain).

Varia: other additional point:

As asked by Mr André Jouve, European Commission via email of 30/10/2011 to the secretariat of MELODI, it was announced that Mr Hervé Pero has taken over the functions of Mr Webster as head of the Unit 'Fission' in DG Research and Innovation as of 1/11/2011

The meeting was closed at 20.12 hrs.

Signature of the President

Signature of the Secretary

Annexe 1: Original Agenda and List of Attendance at the General Assembly Meeting

2nd MELODI General Assembly

2nd of November, 2011 - 18.30 - 20.00



Istituto Superiore di Sanità
Viale Regina Elena 299
00161 Rome
Italy

Agenda

Each participant should sign the attached attendance sheet at the start of the General Assembly.

TOP 0 - Approval of the agenda (*all*)

TOP 1 - Achievement of the establishment of the MELODI Association (*Jacques Repussard*)

- 1.a - Opening a bank account for the MELODI Association: Status
- 1.b - Budget 2011 and call for the 2011 membership fees: Formal Approval
- 1.c - Establishment of the Scientific Committee: Status
- 1.d - Creating a MELODI Award for a young scientist: Status
- 1.e - Formal approval of an amendment for Article 10 of the internal rules of the MELODI association
- 1.f - Presentation of information to be provided by candidate members (Appendix 3 of the MELODI Statutes)

TOP 2 - Procedure for admitting new members (*Jacques Repussard*)

- 2.a - Formal decision on the membership applications:
 - Italian National Agency for New Technologies, Energy and Sustainable Economic Development (ENEA, Italy)
 - Centre for Research in Environmental Epidemiology (CREAL, Spain),
 - Institute of Radiation Physics (IRA, Switzerland),
 - Military Institute of Hygiene & Epidemiology (MIHE, Poland),
 - Medical School of the Democritus University of Thrace (DUTH, Greece),
 - Swedish Radiation Safety Authority (SSM, Sweden),
 - Frédéric-Joliot-Curie National Research Institute for Radiobiology and Radiohygiene (NRIRR, Hungary)
- 2.b - Honorary members of MELODI: Status


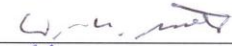

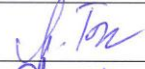









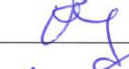
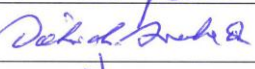

TOP 3 - Upcoming MELODI meetings (*Frank Hardeman*)

- 3.a - 4th MELODI Workshop (date and place)

TOP 4 - Appointment of the Association's board of directors - approval on prolongation for 3 years

- The following organizations were appointed for a term of one year during the former GA:
- Institute for Radiological and Nuclear Safety IRSN (France),
 - National Institute for Nuclear, Chemical and Biological Protection (Czech Republic),
 - Stockholm University CRPR (Sweden),
 - Radiation and Nuclear Safety Authority STUK (Finland),
 - Universidad Autónoma de Madrid UAM (Spain).

2nd General Assembly of the MELODI Association - Attendance Sheet
(To be signed by each participant at the start of the meeting)

Last name, first name	Organisation, Country	Signature
Zölzer, Friedo	SÚJCHRO, Czech Rep.	
MALLV, Wolfgang-Urwin	MVSF, Germany	
Jung, Thomas	BFS, Germany	
Natário Gil, Odélio	ITN, Portugal	Odélio Natário Gil
TOSIC MIRJANA	IRA, Switzerland	
JAURDAN JEAN-RENÉ	IRSN, France	
BLAISE Renaud	CEA, FRANCE	
Vello Marcello	ISS, ITALY	
HARDEMAN Frank	SCK-CEN, BELGIUM	
SALONAR, Sisko	STVK	
SANTOS, Javier	UAM	
LINARES, VICTORIA	URV	
Bijwaard, Harmen	RIVM/LIRIC/NL	H. Bijwaard
Jacob, Peter	HMGU, Germany	
JOHN HARRISON	HPA UK	
Frey, Benjamin	UKER, Germany	
ANNA JARAN	ENEA, ITALY	Anna Jaran
SIMONETTA PIZZAGLIA	ENEA, ITALY	Simte Pp
AVERBECK, Dietrich	IRSN, France	
REPUSMAN T	IRSN - France	

Rome, November 2nd, 2011

Certified by

Chairperson of the 2nd MELODI GA

Name: D. REPUSIARD
Signature:

Secretary of the 2nd MELODI GA

Name: HARDEMAN F.
Signature:

Annexe 2: Key disciplines to be included in the Scientific Committee as identified during the Board meeting of September 2011 in Paris and confirmed during the General Assembly meeting

Extract from the MELODI Board meeting report, Paris meeting, September 2011:

A Scientific Committee is needed for MELODI with as main task to guard the Research Agenda. The Board Members agree to establish a Scientific Committee composed of experts in the fields of:

- *Epidemiology*
- *Physics*
- *Chemistry*
- *Mathematics*
- *Molecular biology and biochemistry*
- *Medical sciences – therapy and diagnostics*
- *Genetics and Epigenetics,*

together with a member of DOREMI, to keep a strong link to this Network of Excellence. It is also agreed that in future an extension of this scope of competences may be envisaged if judged necessary.

Annexe 3: Text of Article 10 as approved by the General Assembly

French Version

Article 10 : comités et groupes de travail

Le Conseil d'administration, ou le Bureau, peuvent créer des comités ou des groupes de travail de durée limitée, pour faciliter la mise en œuvre des missions de l'Association. Le secrétaire tient à la disposition des membres de l'Assemblée générale la liste de ces instances de travail, ainsi que la documentation relative à leur mandat, leur composition, et le cas échéant leurs conditions de fonctionnement. La participation à ces instances de travail ne donne pas lieu à rémunération par l'Association."

English Version

Article 10: Committees and Working Groups

"The Board of Directors, or the Bureau, may establish committees or working groups for a limited period of time to facilitate the implementation of the Association's missions. The Secretary shall make available to the members of the General Assembly a list of these working bodies, as well as the documentation of their mandate, composition, and where needed their operating conditions. Participation in these working bodies does not result in financial compensation by the Association."