

**MINUTES OF THE EXECUTIVE COMMITTEE OF THE BOARD OF THE
PACIFIC RIM COLLEGE OF PSYCHIATRISTS
SATURDAY 6 OCTOBER 2001
HILTON HOTEL, MELBOURNE**

Present: Prof B Singh, Prof H Chiu, Dr C Chung, Dr KH Lee, Prof M Nishizono, A/Prof ES Tan, Prof EK Yeh.

1. Apologies

Dr Judith Gold, Dr H Kazamatsuri, Prof F Lu, Prof R Menninger, Prof SK Min, Prof Y Nakane, Prof E Pi, Dr HQ Yan.

2. Minutes of the Previous Meeting

Dr Lee called the meeting to order and welcomed the Executive Committee members who traveled a long way to get here in spite of the terrible recent events in America.

A/Prof Tan distributed the minutes from the previous meeting.

3. Matters Arising

a. Membership

Dr Nishizono put forward a concern regarding the small size of the PRCP and he suggested that there needed to be a more active recruitment of younger members, he noted that the majority of participants in the conference were not members of the PRCP. Discussion followed and there was agreement with this comment.

i. Request for Emeritus Status

It was decided that both Dr George Schnack and Dr He Qin Yan qualified for Emeritus status if their subscription dues have been paid up until 2000. Both candidates are up to date with their payments and can be made an Emeritus Fellows.

ii. Updating Contact Details of Members

Of the 3 members who could not be contacted only Mitsumoto Sato's new address was known by the Executive Committee.

b. PRCP Journal

Prof Singh reported that the Journal would be produced by A/Prof Harry Minas who is attending the conference and who is part of Prof Singh's Department of Psychiatry. A/Prof Minas researched the possibility of publishers producing a journal dealing exclusively with Psychiatry in the Asia Pacific Region and the response was that this would be too specialized. Publishers were interested however in a journal with a broader focus on psychiatry in the developing world and the Asia Pacific region could be included in this. Discussion followed and there was a general interest in this idea.

c. History of the PRCP

Dr Pasnau has taken responsibility for this and will soon begin compiling it.

d. Committee Formation

Prof Nishizono reported on his idea for regional special interest groupings. He proposed three areas for groups to work on:

- 1) Education/Training
- 2) Psychiatric Service Development
- 3) Research Committee

Prof Nishizono proposed that the work of these groups could be published in the PRCP Journal.

There were two possible bases for appointing the committee members either on a regional basis wherein the committees are formed in the regions of East Asia, Australasia and America; or a functional basis wherein the members are appointed according to their areas of expertise.

A/Prof Tan expressed a preference for the functional approach as he said the regional breakdown was not so relevant now with the ease of communicating by e-mail. This preference was supported by Prof Singh who proposed that each subcommittee should have a Chair and ten members. The committee could be appointed from the PRCP members within the country of the Chairperson.

Prof Singh also proposed that the Chairs should be appointed during this meeting and then this should be announced at the Biennial General Meeting.

There was discussion regarding who should take up the position of Chairs for these three subcommittees. The final decision was that

- Prof Nishizono would Chair the Education/Training subcommittee
- Dr Lee would Chair the Service Development subcommittee
- A/Prof Ed Chiu should Chair the Research subcommittee. A/Prof Chiu is a fellow of the PRCP and he is also President of the IPA and an Associate Professor of Old Age Psychiatry at St George's Hospital in Melbourne

e. Board Membership

Prof Nishizono proposed that Dr Kunihiro Asai, who is the Chief Director of the Asai Hospital in Chiba in Japan, should take the place of Dr Hajime Kazamatsuri when he retires from the Board. There was general agreement with this proposal.

Dr Yeh indicated his intention to retire from the Board in 2003 at the 11th Congress Board Meeting in order to facilitate the possibility of holding the 12th Congress in Taiwan. Prof Yeh proposed that Professor Winston Shen should replace him at that time. There was general agreement with this proposal.

Dr Lee reported that Dr Menninger had expressed his plan to retire from the Board. This resignation was accepted with regret and an acknowledgement was made of his extensive contribution to the college since its establishment. It was agreed that Prof Allan Tasman,

who was recently made a fellow of the PRCP, would replace him to maintain the link with the USA Fellows.

Prof Nishizono stated that ex-Board members could still be active in the organisation through working on the subcommittees. Everyone agreed.

It was agreed that the duration of membership of the Board should be a maximum of 10 years, 5 terms of 2 years.

f. 11th PRCP Congress

Prof Singh raised the issue of the 11th PRCP Congress in 2003 and asked the Board their decision on who the hosting city should be.

Prof Chiu briefly outlined the advantages of holding the next conference in Hong Kong i.e., good facilities and Hong Kong's close proximity to China may make it easier for more Chinese delegates to attend. She suggested that the conference be a three-day meeting in October/November as that is when the weather is most suitable.

Prof Singh proposed the acceptance of Hong Kong as the next host city and the acceptance of Prof Chiu as a Fellow of the PRCP and the new President Elect. The Board was in favour of these proposals.

Professor Yeh proposed that Taiwan should host the 12th PRCP Congress in 2005. There was general agreement with this proposal but this will be further discussed at the next meeting.

4. Report on 10th Congress

Prof Singh thanked Dr Lee and all Executive Committee members for attending this conference. He outlined the difficulties encountered during the organizing of the conference, e.g., the events in America and the consequent reduced number of attendees at the conference.

Prof Singh explained that there have been changes to the program right up until this morning due to the inability of some speakers to attend in the final instance. The conference program was distributed and read through.

Prof Singh stated that Eli Lilly had sponsored more than 100 people to attend the conference, without which the number of attendees would have been significantly lower.

Prof Singh reported that regarding the budget for the 10th PRCP Congress probably only a small profit will be made because of the low number of registrants.

5. Biennial General Meeting 2001

a. Review of Agenda

The proposed agenda for the Biennial General Meeting of the PRCP was considered. There was discussion of whether or not minutes had been taken at the previous meeting. It was discovered that no formal minutes had been taken but Prof Chung offered to prepare a report on the last meeting after discussion with the other Board members who had attended. Prof Chung will prepare this in time for distribution at the BGM.

b. Proposal to form Working Groups

It was decided that the proposal regarding Working Groups and their respective Chair people would be announced at the BGM and the attendees would be asked to meet with the subcommittee Chair of their choice for discussion of the working area.

6. President's Report

Dr Lee reported that the Newsletter had gone out earlier this year but would now be produced by the Melbourne Secretariat.

Dr Lee expressed approval for those who have joined the PRCP as new members and he agreed that membership needed encouraging. He noted that originally the PRCP had been quite elitist in its decisions as to who could join and had thus limited its membership. He suggested that now the PRCP needed to encourage a broader cross section of members. Discussion followed and it was agreed that registration fees should be waived for people who joined the PRCP during this conference as a measure to encourage membership.

Prof Chiu suggested that there needed to be stronger marketing of the PRCP to psychiatrists so that more were aware of their eligibility to join.

7. President Elect's Report

Prof Singh reported that the move of the secretariat to Melbourne had been difficult but that things were now well under way.

Dr Lee raised the question of whether the PRCP Secretariat should also move to Hong Kong as there had been discussion in a past meeting as to whether the Secretariat should move around with the Presidency.

Discussion followed and Prof Singh noted that it had been agreed that that the Secretariat should stay in Melbourne for five years to stabilize, and after that time the possibility of relocation should be discussed. He outlined the difficulties involved with relocating the Secretariat internationally in terms of taxation, business registration, banking, etc. He suggested that it would be too much trouble to have to go through this process every year. The Board agreed with this.

a) Dr Roy Menninger

Prof Singh tabled an e-mail from Dr Roy Menninger and the Board read through it. The e-mail was supportive and encouraging of the PRCP and the 10th Congress.

8. Secretary General's Report

A/Prof Tan reported that the move of the secretariat to Melbourne was a very involved process and it took some time before all the files were transferred. There are still some members/fellows for whom the secretariat does not have files and must create new ones. An update form will be distributed to the membership to ensure the secretariat has correct information.

The secretariat has printed new letterhead paper with the updated secretariat information and has prepared new membership application forms.

The Secretariat will apply to register as a non-profit organisation with the Australian Taxation Office, and has been given an Australian Business Number and a tax file number. The secretariat is still in the process of achieving tax-free status.

The secretariat has also applied for the status of affiliated organisation with the WPA and is waiting for a decision.

9. Treasurer's Report

A/Prof Tan gave a report on the finances of the PRCP on behalf of Prof Lu. The PRCP secretariat is located in the University of Melbourne Department of Psychiatry and the University has a financial account, which pays for the costs of the Secretariat and then bills the secretariat. The Secretariat has also established two accounts at the National Australia Bank, one in Australian dollars and one in US dollars so that subscription payments can be made and kept in both US and Australian dollars. There is also a credit card facility attached to the Australian dollar account through which payments can be made. The old Commonwealth Bank account has been closed and the funds transferred to the new accounts. A sheet outlining the financial status of the PRCP accounts was distributed.

Summary of PRCP finances

AUD account:	AUD\$13,076.97
USD account:	USD\$6,890.00
Account in the USA:	USD\$4,300.00
Outstanding subscription fees:	AUD\$42,095.00
Costs owing for 2001:	AUD\$12,393.57
Costs estimated owing for 2002:	AUD\$23,440.00

10. Membership Report

Since the move of the secretariat to Australia Prof Chung has not been in close contact with the secretariat and status of PRCP membership. It was decided that there should be more direct communication between the PRCP Secretariat, Prof Chung and Prof Lu regarding any changes to the status of members e.g. updates on the status of payment of dues, new members, applications and resignations.

Prof Singh put forward the suggestion that countries falling into categories C and D of the WPA should be charged a reduced rate of USD\$20.00 for membership.

The relevant countries for PRCP are:

- Fiji
- Papua New Guinea
- Philippines
- Sri Lanka
- Thailand
- Bangladesh
- Cambodia
- China
- India
- Lao PDR
- The Myanmar
- Nepal
- Pakistan
- Vietnam

a. Resignation of Dr Hajime Kazamatsuri

See item 3.e)

b. Life Membership

Prof Chung outlined what the conditions of life membership: the candidate who must be approved by the Board pays a fee of USD\$1000.00 and then pays nothing more and is a member for life.

11. PRCP Website

A website has been established for the PRCP which will be updated regularly and where there can be an exchange of papers and reports from the Working Groups, and this will also carry e-copies of the College Newsletter. The website also carries photographs and profiles of Board Members and contact information on all PRCP members. There are also downloadable copies of the Minutes and Agenda of each Executive Committee Meeting.

It was discussed whether there should be any more hard copies of the Newsletters distributed because of the cost of printing and postage. After discussion it was decided that the next issue of the newsletter would be the last printed in hard copy and after that the Newsletter would be maintained on the website.

12. Other Business

None

13. Next Meeting

May 2002 at the APA Meeting in Philadelphia

August 2002 at WPA Meeting in Yokohama