



MEETING OF THE IEA COUNCIL

**June 22-23, 2014
Taipei, Taiwan**

DRAFT MINUTES

Executive Committee Attendees:

- Eric Min-yang Wang, President (EMW)
- Margo Fraser, Vice-President and Secretary General (MF)
- Yushi Fujita, Vice President and Treasurer (YF)
- Andrew S. Imada, Past President (ASI)
- Wei Zhang, Science, Technology and Practice Chair (WZ)
- Christine Marks, IEA 2015 Chair (CM)
- Barbara Silverstein, International Development Chair (BS)
- Jose Orlando Gomes, Professional Standards and Education Committee Chair (JOG)

Federated Societies Present in Person or by Proxy :

Country	Society Name	Society votes	Council Representative(s)	Total Votes accorded to Individual	# of Proxy Votes Included with Total
Argentina	Asociación de Ergonomía Argentina, ADEA	1	Jose Orlando Gomes by proxy		
Australia	Human Factors and Ergonomics Society of Australia, HFESA	2	Christine Aickin	3	1
Brazil	Associação Brasileira De Ergonomia (ABERGO)	1	Jose Orlando Gomes	5	4
Canada	Association of Canadian Ergonomists, (Association Canadienne D'ergonomie) ACE	2	Amy DuBreuil	1	
Canada			Rabiya Lallani	1	
Chile	Chilean Ergonomics Society, (Sociedad Chilean de Ergonomia) SOCHERGO	1	Jose Orlando Gomes - by proxy		

REF = referenced documents for agenda item



China	Chinese Ergonomics Society, CES	2	Prof. Sheng WANG	2	
China	Chinese Ergonomics Society, CES		Lihua He		
Colombia	Sosiedad Colombiana De Ergonomia	1	Margo Fraser - by proxy		
France	Ergonomics Society of French Language, (Société d'Ergonomie de Langue Française) SELF	2	Moustafa Zouinar	4	2
Germany	Gesellschaft für Arbeitswissenschaft, GfA	2	Ralph Bruder	1	
Germany			Gert Zulch	1	
Greece	Hellenic Ergonomic Society	1	Moustafa Zouinar by proxy		
Hong Kong	Hong Kong Ergonomics Society	1	Andy Cheng	1	
Hungary	Hungarian Ergonomics Society	1	Hugo Bos by proxy		
India	Indian Society of Ergonomics	1	Eric Min-yang Wang by proxy		
Indonesia	Perhimpunan Ergonomi Indonesia, PEI	1	Frederick Tey by proxy		
Israel	Israel Ergonomics Association	1	Prof. Rabbi Yair Ray Lifshitz	1	
Italy	Italian Society of Ergonomics, (Società Italiana di Ergonomia) SIE	1	Moustafa Zouinar by proxy		
Japan	Japan Ergonomics Society, JES	3	Kentaro Kotani	1	
Japan			Takashi Toriizuka	1	
Japan			Keisuke Suzuki	1	
Malaysia (following approval of application)	Human Factors and Ergonomics Society of Malaysia (HFEM)	1	Frederick Tey by proxy		
Mexico	Sociedad de Ergonomist de Mexico A.C., SEMAC	1	Jose Orlando Gomes by proxy		



Netherlands	Dutch Ergonomics Society, (Nederlandse Vereniging voor Ergonomie) NVvE	1	Hugo Bos	2	1
New Zealand	Human Factors and Ergonomics Society of New Zealand (HFESNZ)	1	Christine Aickin by proxy		
Nordic Countries	Nordic Ergonomics Society, NES	3	Christina Jonsson	2	1
Nordic Countries	Nordic Ergonomics Society, NES		Elina Parviainen	1	
Philippines	Human Factors And Ergonomics Society Of The Philippines	1	Frederick Tey by proxy		
Poland	Polskie Towarzystwo Ergonomiczne, PTERg	1	Eric Min-yang Wang by proxy		
Portugal	Associação Portuguesa de Ergonomia, APERGO Inter-Regional	1	Margo Fraser by proxy		
Russia	Ergonomics Association, IREA	1	Margo Fraser by proxy		
Serbia	Ergonomics Society Of Serbia (ESS)	1	Margo Fraser by proxy		
Singapore		1	Frederick Tey	4	3
South Africa	Ergonomics Society of South Africa, ESSA	1	Jose Orlando Gomes by proxy		
South Korea	Ergonomics Society of Korea	3	Eric Min Yang Wang by proxy		
Taiwan	Ergonomics Society of Taiwan, EST	1	Prof. Chiuhsiang Joe Lin	1	
Thailand	Ergonomics Society Of Thailand	1	Eric Min-yang Wang by proxy		
Ukraine	All-Ukrainian ergonomics Association	1	Margo Fraser by proxy		
United Kingdom	Institute of Ergonomics and Human Factors, IEHF	3	Margo Fraser by proxy		
United States	Human Factors and Ergonomics Society, HFES	3	Frank Durso	3	



Officer Votes			
Eric Wang	1	7	6
Yushi Fujita	1	1	
Margo Fraser	1	9	8
Total Votes Present		53	

Guests and Observers:

Wendy Macdonald, IEA Ambassador to WHO

Robert Lin : Ergonomics Society of Taiwan

Agenda item	Discussion, Decisions and Action Items
1. Call to order	The meeting was called to order at 9:15am local time.
2. Quorum and voting	<p>There are 66 potential votes (63 Federated Society votes and 3 Officer votes). Quorum for regular voting is therefore 22 votes and for 44 for bylaw related items. At this meeting, there are 53 votes present in person or by proxy and therefore quorum has been met for all voting conditions.</p> <p><u>From last council meeting: Action:</u> MF to check on whether signature required at sign in. DONE – no signature is required</p> <p>MF reminded Council of the voting procedures for the meeting.</p>
3. Approval of Agenda	<p>The draft agenda was circulated prior to the Council meeting. Items 22 and 23 on day 2 have been reversed from the draft.</p> <p>The agenda, as amended, was approved by unanimous consent.</p>
4. Introductions	<p>The council members introduced themselves.</p> <p>Acknowledgement of those who have passed away since the last meeting. HFES: Dora Dougherty first female test pilot for B-29 bomber and a founding member of HFES</p>
5. 2013 Meeting minutes	The 2013 meeting minutes were circulated to Council via email. A small error in the number of votes listed in item 4 was corrected to change the number of votes prior to the Human Factors and Ergonomics Society of Malaysia membership approval from 66 to 65 and after their approval from 67 to 66 and the minutes will be recirculated. No edits were received from the Federated Societies. Per the IEA Operating Procedures, the minutes were approved.
6. President's Report	<p>The President's report was circulated prior to the meeting (ref: 20140622-23-RPT President). EMW summarized the President's report.</p> <p>ErgoAfrica was formed during the visit to Tunisia to create a network of the current African</p>



	<p>Societies. Following the conference Algeria formed a society and is now in the legal registration process. It is likely that we will have applications for new Federated Societies next year. Christina Jonsson was appointed as the Development and Promotions Committee Chair. Ernst Koningsveld has been asked to consider the Historian position and we are awaiting his confirmation.</p>
<p>7. Secretary General's report</p>	<p>MF summarized the Secretary General's report.(Ref: 20130622-23-RPT-VPSG 2013-2014) IEA logos for each membership category have been developed. One for endorsement will also be developed. A policy to support the logo use has also been developed based on input from Council at the 2014 meeting. The approved policies from 2014 have been formatted and created as separate documents to increase easy of finding what members may be searching for. These will be uploaded to the website and posted in the area accessible by Council. The voting policy has been updated to include voting by ballot and will be presented for approval in this meeting. The updated conferences policy will also be presented in this meeting for approval.</p>
<p>8. Treasurer's report</p>	<p>The Treasurer's report was circulated prior to the meeting (<i>Reference: 20140622-23 RPT VP-Treasurer 2013-2014</i>). YF provided a summary of the financial position of the IEA. YF was recently informed by the bank of the existence of another IEA account in Canadian (CDN) dollars of 4,484.00. The financial status of the IEA is healthy with 373,296.47 US and 4484.00 CDN.</p> <p>YF noted that it is sometimes difficult to determine who wire transfers for dues payments have come from as there is no comment with the deposit indicating the society name.</p> <p><u>Action:</u> All Societies - When paying dues by wire transfer or other electronic means, please ensure that you let YF know the date and amount of the transfer and if possible, include a comment with the wire transfer indicating the name of the society.</p> <p>YF is looking for input from Council on how to best spend the IEA money meaningfully. There are projects that will be discussed during the Council meeting that will likely need funding.</p> <p>25K will be provided as seed money for the 2015 Congress. The IDC funds will be used to support IDCs at the 2015 Congress.</p>
<p>9. Auditors' Report</p>	<p>The Auditors' report was presented.</p> <p>VOTING ITEM: Approval of the Auditors' report Moved and Seconded that the 2013 Financial year auditor's report be accepted. The motion was approved</p> <p>VOTING ITEM: Exoneration of the Officers Moved and Seconded that based on the 2013 Financial year auditor's report, the officers of the IEA are exonerated. The motion was approved</p> <p>Appointment of the auditors for 2014 financials.</p>



	<p>Ray Liftshitz and Michelle Robertson were appointed as the 2014 financial year auditors by unanimous consent.</p>
<p>10. IEA Awards</p>	<p><i>Reference:</i> 20140622-23-RPT-IEA Awards Committee 2013-2014 ASI provided a summary of the Fellow Award and the Liberty Mutual Medal award.</p> <p>Nine submissions were received for the IEA Liberty Mutual Medal award. The evaluation process is currently in progress and the winner will be selected by August and the medal will be presented at the Triennial Congress.</p> <p>5 new Fellows were approved as follows:</p> <p>Prof Don Chaffin, USA Prof Freiling – Germany Prof Saito – Japan Prof So – Hong Kong Prof Wickens, USA</p> <p>ASI will be notifying the winners and Society Presidents.</p> <p>VOTING ITEM: New awards: Two new awards were proposed by ASI. The description and criteria for the awards were circulated prior to the council meeting.</p> <p>1) IEA Human Factors and Ergonomics Prize (<i>Reference: New Award IEA HFE Prize Proposal to Council.pdf</i>) Discussion: Is the society limited to submitting one proposal or is more than one allowed? No limit was set. Should the type of company be better defined? ASI reported that this was left purposely vague to allow for many different types of groups to be considered.</p> <p><i>It was moved and seconded that the IEA Human Factors and Ergonomics Prize be accepted as an IEA award.</i> The motion was approved.</p> <p>2) The IEA/Elsevier John Wilson Award for Applied Ergonomics (<i>Reference: Proposal for new IEA Elsevier Award EC APPROVED 2.0.pdf</i>) Name of award makes it appear that it is an award for the journal Applied Ergonomics. ASI to discuss with Elsevier. Consider “...Contributions to Applied Ergonomics”.</p> <p><i>It was moved and seconded that the IEA/Elsevier John Wilson Award for Applied Ergonomics be accepted as an IEA award with a pending name change to clarify that it is not for an article for the Applied Ergonomics journal.</i> The motion was approved.</p> <p>ASI will work with Elsevier on the terms of agreement for the award.</p>
<p>11. IDC Committee report</p>	<p>BS provided an update on the activities of the IDC. Nicaraguan coffee farms were wiped out due to drought and therefore it is not a good place for continuing an IDC project. -pull info from report and notes here</p> <p>BS has been in touch with other groups involved in occupational health in Bangladesh.</p>



<p>Proposal for IDC Journal</p>	<p>Spoke with representative from World Bank and if an NGO could be found in Bangladesh to work through, funding may be available. Need to determine if this would be an IEA supported activity or an independent activity of a group of ergonomists. Would like to have a small group of about 5 people go into Bangladesh and do some fact finding to determine if there is a role for ergonomics in prevention of the fires, building collapses, etc. A pilot for implementation could then be made with funding requested from the World Bank. Potentially use Pascale Carayon’s balance model to evaluate factories where problems have occurred versus those that have not had problems. NGOs could help with creating access to these factories. IEA could fund the initial visit. The working group would have to consist of representatives from occupational health and safety, public health and business. A suggestion was made to also look into western companies that have garment factories in Bangladesh for funding. Getting government approval for any projects done is important for the protection of any ergonomists working there. Council agreed to fund an initial fact finding visit to Bangladesh with a few representatives.</p> <p>Would also be good to develop learnings from this and document successes and failures/barriers to getting a project off the ground in a developing country for future use.</p> <p>EMW provided an overview of a proposal to investigate creation of and IDC journal. Academics in IDCs looking for opportunities to publish research related to ergonomics issues in the IDCs and also want to be able to share the practical and relevant ideas from their areas that are not necessarily relevant to developed countries. A subcommittee has been formed to investigate this idea forward. IEA members are encouraged to contact Joe Lin, Barbara Silverstein or Jose Orlando Gomes on any ideas around this.</p>
<p>12. Professional Standards and Education</p>	<p>JOG provided an updated on the activities of the Professional Standards and Education Committee (<i>Reference: 20140622-23 RPT PSEC Chair</i>) A doctoral program for Latin America (ERGOLATINA) is being developed in partnership with Argentina, Bolivia, Brazil, Chile, Columbia, Cuba, Ecuador, Mexico, Peru, Venezuela and Uruguay.</p> <p>Certification: Representatives from some of the ergonomics certifying bodies will be meeting at the AHFE 2014 conference in Poland in July.</p> <p>Good Practices Database on IEA website: Name “Good Practices” on website may not be appropriate. “Case Studies”, “Ergonomics in Practice”, etc may be a better name for this section. Subcommittee to review this name and better define the purpose of this section.</p>
<p>14. Development and Promotions</p>	<p>Development and Promotions (<i>Reference 20140622-23 RPT PDC Chair</i>) CJ presented the details of a pilot project conducted by the Nordic Ergonomics Society (NES) (<i>Reference Annex to PDC report - NES pilot project.pptx</i> circulated prior to council meeting) to move ahead on the Future of Ergonomics paper that might be used as a model by other societies. The presentation can be used by other societies as desired.</p> <p>The purpose of the workshop was to understand the current state of how manager stakeholders see and use HFE currently and to establish contacts between these stakeholders and NES. To date, 11 individuals in management positions have participated in the discussions. While there appears to be an awareness regarding the relationship</p>



	<p>between HFE and performance, no strategies or action plans are in place to link HFE to productivity, quality and financial outcomes. Participants had difficulty providing concrete examples of how HFE directly affects the performance outcome of the organization and instead made comments on how HFE affects well-being which in turn has effects on the performance outcome. CJ noted that there has been difficulty in raising interest in participating in the project in some Nordic societies and this may be due to lack of competence regarding the domain of HFE and performance outcomes among board members. The IEA strategy paper seems difficult to comprehend and a 'light version' that is clearer and easier to grasp and communicate may be needed.</p> <p>CJ presented a position paper, circulated prior to the Council meeting, on adding Human Factors (HF) to the IEA name. (<i>Reference Proposal to change the name of the IEA 18 May 2014</i>).</p> <p>Further defining the IEA brand should help to determining whether HF should be added to the IEA name. Hugo Bos provided a presentation on branding, the experience of the Dutch society and led a discussion with CJ to reflect on the core values of the IEA.</p> <ol style="list-style-type: none"> 1. The branding of the IEA: How do we want the stakeholders outside our discipline to perceive us? 2. What support would you like to have from the IEA for your national society's actions to implement the strategy? 3. What things should be considered by the IEA when changing the name of the IEA (adding Human Factors)? 4. What are the core values of the IEA? What are the first things people should think of when they think of the IEA? <p>A summary of the discussion can be found in the document: <i>20140620 IEA Council MIN Item 14 summary - DPC.doc</i></p>
<p>15. IEA 2015 update</p>	<p>CM provided an update on the IEA 2015 Congress preparations. The venue will be the Melbourne Convention and Exhibition Centre (MCEC) and the main hotel, the Hilton Melbourne, is part of the centre complex. There are a number of other hotels with a variety of price ranges within a 5 to 10 minute walk of the centre. An overview of the budget was presented with approximately 1050 delegates being the break even point.</p> <p>The technical committee chairs play a significant role in the conference program through the solicitation and review of papers in their areas. Workshops will be held before and after the conference around Australia and possibly New Zealand.</p> <p>The 2015 Council meeting will be held on August 8 and 9, 2015 either at the MCEC or a close by hotel.</p> <p><u>Actions:</u> All to promote congress and submission of abstracts for the IEA Congress.</p>
<p>16. IEA Conferences Operating Procedures</p>	<p>VOTING ITEM: IEA Conferences Operating Procedures. Updates to the IEA Conferences were circulated prior to the Council meeting. The Triennial Congress, Supported Conferences and Endorsed Conferences have now been broken out into separate operating procedures to make them more user friendly and the procedures have been updated. (<i>References: IEA Triennial Conference revised policy DRAFT 20140622-23, IEA Sponsored Conferences DRAFT 20140622-23, IEA ENDORSED EVENTS DRAFT 20140622-23</i>)</p> <p>A question had been asked via email about why a society needs 200 members in order to</p>



	<p>bid on the congress. This was discussed during the EC meeting and an amendment was presented to Council that eliminated this requirement and added a statement that financial risk management experience would be considered in evaluating proposals.</p> <p>It was moved and seconded that the operating procedures for the IEA Triennial Congress, IEA Supported Conferences and IEA Endorsed Conferences be approved. The motion was approved.</p> <p>A submission form is being finalized for IEA Triennial Congress proposals to improve the consistency of information to allow them to be more easily evaluated.</p>
<p>17. New Country of Registration for IEA</p>	<p>New Country of Registration for the IEA YF provided an update on the search for a new country to register the IEA with given the problems outlined at the last Council meeting with maintaining registration in Switzerland. Currently Singapore and Sweden are being considered as other options investigated to date did not meet our requirements. Further information is needed to make an appropriate decision. YF proposed that the decision be made at the next Council meeting based on the additional information to be collected. If we change the country of registration, it requires a bylaw change and therefore will require a vote of 2/3 of the Council votes. Laxenburg, Austria was suggested. Could consider using an international CPA firm to determine the best country for registration. <u>Action:</u> YF will provide a proposal for the next Council meeting.</p>
<p>18. Adjournment Day 1</p>	<p>Day 1 Meeting adjourned at 4:45pm</p>
<p>June 23, 2014</p>	
<p>19. Call to order</p>	<p>The meeting was called to order at 9:11 local time. MF conducted a roll call for voting purposes.</p>
<p>20. STP Committee report</p>	<p>WZ provided summary of STP Activities. WZ reported that there are 25 technical committees (TCs) although activity within some appears to be minimal. Maintaining appropriate contact names for each has been difficult. The TCs have been invited to submit special technical sessions for the IEA 2015 Triennial Congress. A successful session on the benefits of ergonomics and using the ILO Ergonomics Checkpoints was held with industry, government and labour representation in China during the spring. All sides saw ergonomics as a benefit and they will be adapting the Checkpoints to a few high risk industries. It was also noted that there is an iPhone app now available for the ILO Ergonomics Checkpoints.</p>
<p>21. External relations ISO TC 159, ILO,</p>	<p>ILO: EMW visited ILO office in Geneva and found there were a number of areas in which collaborations could be made. Suggestion to put publications together and form a series of those in which ILO/ICOH/IEA participated (e.g. ILO checkpoints, including agriculture and</p>



WHO	<p>upcoming human care versions). ISO: TC159 YF is the liaison. SC1WG5 Ralph Bruder is the liaison. Working to include concepts from EQUID (Ergonomics Quality in Design) into the standards. SCs 1, 3, 4, 5 are the other SCs in which the IEA is involved. YF involved in drafting of a new ISO standard. ISO 27500 for high level executives of corporations – educational type of document to explain importance of ergonomics. ISO27501 - for Sr managers responsible for managing projects – educational document about incorporating ergonomics into projects. ISO would like to strengthen collaboration with the IEA. April 23/24, 2015 will be meeting of TC 150 in Baltimore that YF will attend.</p> <p>WHO update: Windy Macdonald (WM) provided an overview of the WHO Network of Collaborating Centres in Occupational Health and its current Priorities and required Products, particularly those most relevant to the IEA. For Priority 7 (Occupational health and safety for vulnerable groups and high risk sectors), Agriculture, Mining, Construction and Transportation are the designated vulnerable groups . Priority 3 (Tools, standards and capacities for healthy workplaces) is where the IEA has been most active, including development of several Ergonomics Checkpoints documents and partial development of an MSDs Risk Management Toolkit.</p> <p>Proposed IEA involvement in this WHO Network 2014-2016</p> <ol style="list-style-type: none"> 1. <i>MSDs Toolkit... further development, implementation and evaluation</i> <ul style="list-style-type: none"> - Adapt existing draft toolkit for use in SMEs and/or IDCs 2. <i>Healthy Workplace Training Modules</i> (new activity requested by the WHO) As specified by the WHO, this request is for the IEA to: <ul style="list-style-type: none"> - Pilot and adapt tools and training modules (<i>to be agreed</i>) for use in 5 different regions and 5 sectors - Develop 'how-to-do' guides (<i>details to be agreed</i>) - Provide training courses in countries based on the WHO-recommended approach to training in healthy workplace programs (see slide 25) - Provide some financial support and co-organize healthy workplace consultations in countries (<i>details to be agreed</i>) <p>WM suggested that this might be achieved by the following activities:</p> <ol style="list-style-type: none"> (a) Development and implementation of training materials customised for various IDC contexts, as part of the process of implementing the MSDs Risk Management Toolkit in IDCs (see 1 above) (b) Customisation for various IDC contexts of one or more of the following: <i>Ergonomics Checkpoints; Ergonomics Checkpoints in Agriculture; and Ergonomics Guidelines for Occupational Health Practice in Industrially Developing Countries</i> (c) Development and delivery of training modules to support implementation of one or more of the above sets of Checkpoints. 3. <i>IEA Representative to join a WHO Working Group developing WHO Guidelines on Minimum Standards for Workplace Health Protection</i> (new activity requested by the WHO) <p>WM advised that this activity will entail providing input to: a background paper; a draft</p>
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	<p>proposal; identifying potential members of an external review group; developing key words for use in a systematic literature review; reviewing study outcomes and writing guideline recommendations.</p> <p>Call to action is primarily to the IDCs for implementing checkpoints Assistance with translation of the checkpoints would be of value as they are currently available in only a few languages Contact WM for more information or to provide contacts. JOG will make contacts within Latin America</p>
<p>22. Discussion Session: The changing nature of societies</p>	<p>ASI and MF facilitated a session on the changing nature of societies. ASI reported statistics on numbers for HFES. For the past 10 years, numbers have been essentially flat. MF reported that this is a trend seen in other types of societies as well and there has been a few books by association industry experts examining this issue.</p> <p>The general consensus of these experts is that the gradual retiring of the “Baby Boomer” generation, the recent economic turmoil and the general lack of time that individuals have is resulting in members and potential members looking for a return on investment for their membership fees. Where older members may have joined, and continue to be members, because it is what one does and is seen as a way to contribute to their profession, the younger members need to know what is in it for them and associations that fail to adapt to the changing needs, values and communication means of these members may be in danger of becoming obsolete.</p> <p>The meeting delegates broke into groups to discuss what they are seeing in their societies and what action might be taken. Are societies meeting the needs of its members and how are what members value changing? How can we better respond to changing needs? A scribe was assigned to each group and a representative from each group reported back to the full delegation at the end of the discussion period.</p> <p>Most societies reported flat to declining membership numbers.</p> <p>The results of the discussion are presented in a summary document.</p>
<p>23. IEA 2015 Elections</p>	<p>Reminder of Executive Committee Elections in 2015. The bylaws provide the conditions for those eligible for voting. Please consider running for an Executive Position.</p> <p>VOTING ITEM: Operating Procedure for Elections and an update to the Procedures for Voting to include voting by ballot was circulated prior to the meeting. (<i>Reference: OP-Voting at IEA Council Meetings-20130826, OP-Election of IEA Officers-DRAFT 20140622</i>) Moved and seconded that the operating procedures for elections and that the updated procedures for voting be approved. The motion was approved.</p>
<p>24. IEA dues</p>	<p>IEA dues – YF invited Frank Durso of the HFES to provide an overview of the concerns with respect to the IEA dues structure. Frank reported that the HFES has long been a member and strong supporter of IEA, and recognizes the value of IEA to our field. As the largest federated society, HFES contributes about 20% of the IEA operating budget. However, in light of the current economic environment we would ask the IEA to consider re-examining the methods that dues are assessed.</p>



	<p>YF proposed that a committee be formed to examine the options to structure the IEA dues and make a recommendation. Hugo Bos has agreed to chair this committee. Kathleen Mosier of the HFES will be on the committee. Ray Liftshitz volunteered as well. Please provide other names to YF.</p>
25. Creating value for IEA member societies	<p>Discussion session: Creating Value for IEA member societies. In light of the discussion on how societies can create value for its members, the IEA also needs to examine how it can best create value for the Federated Societies. The delegates broke into groups and discussed the following questions.</p> <p>Do your members know about the IEA? What do societies value most? How can the IEA best provide/create value for its members? What are we doing now that has little value?</p> <p>At the end of the discussion session, a representative from each group reported a summary back to the full group. The discussion summary for each group was captured in a separate document (see</p>
26. IEA website	<p>YF presented an overview of the website status. The development company reported that a mobile interface would cost about 10K. We would need to clarify the cost-benefit and someone would need to be responsible for upkeep if we decide to proceed with them at this point. Integration with social networking systems should be easy to have integrated and the cost will be estimated when we are ready to proceed with this. The contacts will need to be updated before the broadcast system can be used.</p> <p>YF is ready to collect IEA documents for archiving on the IEA site.</p> <p>Moustafa Zouinar indicated that there is a statement on the website home page indicating that ergonomics makes things usable to all people regardless of age, gender and cultural background. Change 'regardless of' to 'taking into account'.</p> <p>A suggestion was made that a Mobile app for the conference program would be helpful. CM reported that the organizing committee has discussed this.</p>
27. Other Business	<p>Christine Aickins reported that HFESA is having their 50th year anniversary at conference this year and requested that societies send short messages of congratulations to them that they can share at their conference by start of October. Messages can be sent to Professor Michael Regan secretariat@ergonomics.org.au.</p> <p>Christina Jonsson reported that the Swedish Work Environment Authority has released the publication: Physical work, gender, and health in working life. The document can be downloaded from their website.</p> <p>Hugo Bos submitted a proposal for creating a marketing plan for the IEA. A revision was requested to include background and rationale for doing a marketing/communications plan. Council agreed to proceed with the marketing plan.</p>
28. Next Meeting	<p>The next meeting will be held August 8-9, 2015 in Melbourne, Australia in conjunction with the IEA Triennial Congress.</p>
29. Adjournment	<p>The meeting was adjourned at 4:50 pm.</p>