

## **MINUTES OF THE 4th MEETING OF THE EXECUTIVE SECRETARIAT - EMHCN**

### **1. Identification of the Meeting**

On 10 July 2026, at 10:30 a.m. (CEST), the 4th Meeting of the Executive Secretariat of the EMHCN - European Network of Cities for Mental Health was held via videoconference. The meeting was chaired by the Municipality of Barcelos, in its capacity as the coordinating body of the Executive Secretariat.

### **2. Quorum and Opening**

It was confirmed that a quorum was present, with the participation of political and technical representatives from the cities of Barcelos, Braga, and Murcia (members of the Executive Secretariat), alongside the Municipality of Athens, attending as the host city for the upcoming General Assembly.

The meeting was formally opened by the Councillor for Health of the Municipality of Barcelos, who presented the Agenda:

1. Approval of the minutes of the previous meeting.
2. Strategic and operational analysis of the 1st EMHCN General Assembly in Athens.

The agenda was approved by consensus, without any objections.

### **3. Approval of the Minutes of the Previous Meeting**

In accordance with the first item on the agenda, the minutes of the previous meeting (3rd Meeting of the Executive Secretariat, held on 28 May 2026) were submitted to the members for consideration. As no factual corrections, observations, or objections were raised, they were unanimously approved.

### **4. Framework and Strategic Objectives of the 1st In-Person General Assembly**

The political and operational framework for the organization of the first in-person General Assembly of the Network, to be hosted by the City of Athens, was presented. The Executive Secretariat decided by consensus to establish five clear strategic objectives for the event:

- To formally consolidate the Network as a European cooperation platform.

- To strengthen the relationship between member cities through direct contact and peer exchange.
- To present the main progress achieved during the first year of the Network's operations.
- To discuss strategic priorities for 2027, including funding opportunities, capacity-building, and thematic cooperation.
- To showcase the work of Athens, allowing member cities to learn from its local projects and services.

## 5. Confirmation of Dates and General Programme Structure

It was agreed by consensus to approve the dates of **26 and 27 November 2026** and the basic two-day structure for the General Assembly in Athens, organized as follows:

- Day 1 (Morning): An institutional opening session combined with a thematic conference, featuring interventions from the City of Athens, the Executive Secretariat, the Advisory Committee, and keynote presentations.
- Day 1 (Afternoon): The formal General Assembly of the Network, focusing on statutory matters, network progress, municipal good practices, the 2027 Activity Plan, and formal decisions.
- Day 1 (Evening): An official networking dinner or cultural programme hosted by the city of Athens.
- Day 2: A programme of technical visits to municipal services, community projects, and mental health initiatives in Athens (or a complementary cultural programme), followed by a brief closing session.

## 6. Venues and Local Logistics

Following the technical input from the Municipality of Athens, the Executive Secretariat took note and decided that the Municipality of Athens will lead the identification and assessment of local venues. These must include suitable spaces for the opening, conference, and formal assembly, ensuring accessibility, technical sound/projection conditions, and proximity to transport links and hotels.

## 7. Accommodation, Transport, and Financial Framework

The cost-sharing and logistical support model for the event was defined as follows:

- **Costs:** It was explicitly stated that travel and accommodation expenses will be fully borne by each participating city.
- **Accommodation:** The Municipality of Athens will identify a short list of recommended hotels (covering different price ranges and offering good value for money) to assist cities in organizing their stay.
- **Mobility:** The Municipality of Athens will assess internally the feasibility of providing collective local transport for travel between hotels/venues and for the technical visits on Day 2.

## **8. Registration Rules and Institutional Protocol**

The Executive Secretariat approved by consensus the following participation guidelines:

- **Registration Form:** Prior registration will be mandatory to collect institutional details, confirm attendance across sessions, and identify accessibility or dietary needs.
- **Participation Quotas:** It is recommended that each member city registers a controlled number of delegates (suggesting one political representative and one or two technical representatives).
- **Invitations:** Target institutional invitations will be issued for the opening session, including member cities, the Advisory Committee, relevant Greek partners, universities, civil society, and international organizations (such as the UN, WHO, and European Parliament).

## **9. Allocation of Responsibilities**

A balanced division of tasks was formally agreed by consensus:

- **Municipality of Athens:** Responsible for leading local organization, venue selection, accommodation and local transport proposals, coordinating institutional protocol in Greece, and managing the logistics of the cultural programme and technical visits.
- **Executive Secretariat:** Responsible for overall event coordination, programme structuring, the General Assembly statutory agenda, official communication with member cities, registration procedures, and institutional liaison with the Advisory Committee.

## 10. Work Schedule and Communication

The operational and communication timeline for the coming months was approved:

- By 31 July 2026: The Municipality of Athens will circulate the first detailed programme proposal and logistical data. In parallel, the Executive Secretariat will issue the official *Save the Date* and preliminary information to the entire network.
- 18 September 2026: A short, dedicated meeting of the Executive Secretariat will be held to undertake a detailed review, introduce amendments, and formally validate the complete proposal.
- 25 September 2026: Presentation and endorsement of the programme and organizational arrangements to all member cities during the online General Assembly. Immediately following, the Secretariat will circulate the provisional programme, information note, and official registration form.

## 11. Closing

As there were no further items on the agenda, the Councillor for Health of the Municipality of Barcelos declared the meeting closed. He expressed his gratitude to the Municipality of Athens for hosting this decisive network milestone, commended the commitment of all members, and highlighted the progress made in consolidating the Network.