1) Welcome:

Bo-Göran Ericzon welcomed everybody to Copenhagen after the good meetings we had in Reykjavik in September.

2) Approval of minutes from last board meeting (September 19th & 20th, 2016, Reykjavik)

The minutes were approved. Under this point the issue that has occurred about the STEP-program was discussed. KAJ had sent a mail to the board members outlining what had happened and the position of the Scandiatransplant office in the issue. In short an IT-system for STEP has been made in Sweden with no involvement of the Scandiatransplant office. As that system is today, the Scandiatransplant office cannot take responsibility for it or support it in the future. The board unanimously decided that the living donor kidney exchange program must be within the Scandiatransplant IT-system, if it is to be a cooperation involving more than one country. The Scandiatransplant should therefore try to make such a program within the YASWA-system. Lars Wennberg will contact Per Lindnér and explain this view of the board. He will also contact Tommy Andersen to see if he can be of help to the Scandiatransplant office in this. The office would very much like to cooperate with Ragnar Källen on this matter now that the board has definitely decided that it has to be within the YASWA-system. Lars Wennberg has volunteered to be a contact person for the office to the STEP-group. The national activity within Sweden STEP will continue (incl. Ragnar Källens program) until the Sctp database is ready to take over and handle the Sctp STEP-related activities.

Bo-Göran Ericzon commented on the name. The name STEP (Scandiatransplant exchange program) is misleading and he wants the name changed so that it is obvious that it has
something to do with living donation and not allocation of deceased donor kidneys. This was not further discussed or decided on.

3) **Status of Data Processor Agreements:**
The current status is that we have data processor agreements with Helsinki, Aarhus and Odense and a sub-processor agreement with Region Midt-IT and were are close to having one with Copenhagen. A mail has been sent to all CEOs of the hospitals in Sweden and they have all received the mail. If we haven't heard from the hospitals by New Year, we will send a reminder. Pål-Dag is working with the data processor agreement for Oslo and is confident that he will get this done early 2017. KAJ should make a suggestion for such an agreement for Iceland on the basis of the Helsinki agreement and then send a mail to the CEO of the University Hospital in Reykjavik with Runolfur Palsson as cc.

4) **Do we need new “Membership Agreements”?**
The board really thinks that we need new membership agreements after the articles have been changed significantly. It was however decided to wait until we have the data processor agreements in place, before we ask the hospitals for new membership agreements.

5) **Status on the work with SAE/SAR:**
Lars Wennberg had sent a proposition for such a programme to the board members. It had also been looked at in the office and had been commented. The office should now start work on this program and have Lars Wennberg as a contact person. When they have started working with it, it would probably be reasonable to have Lars Wennberg visit Aarhus, and he would be very willing to do so.

6) **Status on the work with Deceased Donors Death Causes**:
The group has now been formed with Runolfur Palsson as the leader and they have started their work. Runolfur Palsson thinks they will have a suggestion ready for the meeting in March so that there will be a clear proposition for the Council in May 2017.

7) **DCD: How should Scandiatransplant act in the future?**
There was a general discussion of how DCD should be treated and how organs from DCD donors should be allocated. It was clear that there were differences between countries and between different organs. The chairman and medical director are to write a letter to all the organ groups asking them to discuss how they will treat organs from cardiac dead donors.

8) **Discussions with Virge Pall, Director of Transplantation, Tartu University Hospital:**
The board had invited Virge Pall to participate in the board meeting. The board had sent out some questions to her before the meeting. These questions and others were discussed intensively. Virge Pall was very well prepared, and the board felt that all questions were debated and answered satisfactorily. The board is confident that accepting Tartu Hospital as an associate member of Scandiatranplant will be a benefit for both Scandiatransplant and Estonia.

KAJ showed the Scandiatransplant guidelines for Non-Nordic nationals. All board members will think about another wording so Tartu is included. KAJ has heard that the 3 baltic countries are associated members of the Nordic Council of Ministers. KAJ will check up on this.

9) **Recommendation document on Tartu University Hospital:**
KAJ had prepared a draft for such a document. He will put in some additional lines about the meeting with Virge Pall at the board meeting and then send it to board members again for comments. It was agreed that we should have such a document ready for signing by the board at the next board meeting in March in Aarhus.
10) **Any other matter:**
   No issues discussed here.

11) **Next meeting. March 1st and 2nd, 2017, Aarhus, including visit at the Office and presentation of the hospital by Claus Thomsen, the Medical Director of Aarhus University Hospital?:**

   KAJ showed a plan for a two-day meeting in Aarhus including a board meeting, meeting with the Scandiatransplant staff and a presentation of Aarhus University Hospital by Claus Thomsen, Medical Director of Aarhus University Hospital. The board agreed on this proposition.