



**Eurolight Project Steering Committee Meeting, Vienna, Austria  
4<sup>th</sup> & 5<sup>th</sup> August 2007**

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**Administrative / Organizing information**

**Venue for the meeting:**

Hotel NH Belvedere ,  
Rennweg 12a, 1030 Vienna,  
Tel: +43 1 20611-180 Fax +43 1 20611-15

**Meeting point:**

1.45 pm on Saturday 4<sup>th</sup> August, Reception Hotel NH Belvedere

**How to get to the hotel:**

**-By car**

Motorway exit 1 west: From Salzburg (A1) drive in the direction of the city centre via Hietzinger Quay and Schönbrunner Schloßstrasse then turn into Margareten Gürtel and continue to Südbahnhof. Turn left into Jacquingasse, then turn left again into Mechelgasse and one more time left to reach Rennweg.

Motorway exit 2 south: Via A2 or A4 drive onto the A23 (southeast bypass) and exit Landstrasser Gürtel. At the second possibility turn right into Adolf-Blamauer-Gasse and then turn left into Rennweg in the direction of the city centre. The hotel is located on the left side after travelling approximately 1,5 kilometres.

**-By train**

From Südbahnhof you take the S-Bahn until Rennweg or you can take a taxi.

**-From the airport**

From Vienna Airport you take the S-Bahn (S7) until Rennweg or you can take a taxi

**Hotel costs and payments:**

Price per room per night to be paid on departure: Euro 104,- inclusive all taxes, special breakfast buffet, fee entrance to sauna, steam bath and fitness center

**Dress code**

Casual

## Objectives of the meeting

This second meeting of the EUROLIGHT Project Steering Committee (PSC) is convened 3 months after the official start of the project 1st May 2007 with the aim to:

- agree on the Minutes of PSC Meeting 7-8<sup>th</sup> May, 2007 and administrative matters arising
- define website next steps and responsibilities
- define questionnaire content, validation procedures data transfer
- define methodology of collecting the descriptive and prevalence data
- agree on responsibilities WP2-WP7

This meeting of the PSC is held 3 months after the official start of the project 1st May 2007

## Agenda PSC Meeting:

*Chair: Colette Andree. Minutes: Peter Vriezen Active participation: ALL*

### First Day 4<sup>th</sup> August

- 1. Nice Minutes and Matters arising 2pm-2.45pm**
- 2. Website 2.45pm - 3.30pm**  
Pause 3.30pm -4.00 pm
- 3. Draft Questionnaire 4.00pm - 6.30pm**  
Dinner 7.30-10.30

### Second Day 5<sup>th</sup> August

- 4. Data collection 9.00 am - 10.45 am**  
Pause 10.45 am -11.15am
- 5. Next steps 11.15 am -12.00 am**
- 6. Varia / Any Other Business 12.00 am-1 pm**

<p><b>PSC Meeting 4<sup>th</sup> August :</b></p> <ul style="list-style-type: none"> <li>• <b>Presentation of PHEA(Public Health Executive Agency)</b></li> </ul> <p style="text-align: center;"><b>1. Minutes and Matters Arising</b></p> <ul style="list-style-type: none"> <li>• Minutes from the Board meeting May in Nizza</li> <li>• Report on actions to be taken in reference to the Minutes</li> <li>• Financial grant to local institutions</li> <li>• Time table sheets</li> <li>• Local adaptations (Lithuania and Spain)</li> <li>• Correspondence</li> </ul>	<p>2.00-2.45PM</p> <p>G. Dargent</p> <p>CA/All</p>
<p style="text-align: center;"><b>2. Website</b></p> <p>Report on website progress and responsibilities</p> <ul style="list-style-type: none"> <li>• Hosting</li> <li>• Sitemap</li> <li>• Languages and translation (local support)</li> <li>• Content management and PSC support</li> <li>• Link</li> <li>• LTB website</li> </ul>	<p>2.45-3.30 pm</p> <p>CA/CT</p> <p>TS</p>
<p style="text-align: center;"><b>Pause .</b></p>	<p>3.30-4.00pm</p>
<p style="text-align: center;"><b>3. Questionnaire</b></p> <ul style="list-style-type: none"> <li>• Content and areas to be covered.</li> <li>• Procedure and timing of validation</li> <li>• Translation</li> <li>• Encoding and electronic transfer</li> <li>• Production</li> </ul>	<p>4.00-6.30PM</p> <p>LS/TS/CA/ALL</p> <p>M. Vaillant CA</p>
<p style="text-align: center;"><b>Dinner</b></p> <p>Meeting point reception NH Htotel Belvedere</p>	<p>7.30-10.30PM</p> <p>All</p>

<p><b>PSC Meeting 5<sup>th</sup> August :</b></p> <p style="text-align: center;"><b>4. Methodology of collecting data</b></p> <ul style="list-style-type: none"> <li>• Pro and cons of different approaches</li> <li>• Definition of strategy for collecting prevalence data in Lithuania</li> <li>• Definition of local strategies for collecting impact data</li> </ul> <p style="text-align: center;">o</p>	<p>9.00-10.45</p> <p>ALL</p>
<p><b>Pause</b></p>	<p>10.45-11.15</p>
<p style="text-align: center;"><b>5. Next steps</b></p> <ul style="list-style-type: none"> <li>• Responsibilities WP2-WP7</li> <li>• Date and place of next meeting</li> </ul>	<p>11.15-12.00</p> <p>ALL</p>
<p style="text-align: center;"><b>6. Varia / Any Other Business</b></p> <ul style="list-style-type: none"> <li>• Global campaign</li> <li>• London European Headache Congress</li> <li>• Future local activities /dissemination ideas</li> </ul>	<p>12.00-1.30</p> <p>TS ALL</p>
<p><b>Good Bye Lunch</b> (for those who travel later back)</p>	

### **Preparation for discussion in Vienna (all)**

1. Could you please have a look at :

- the minutes from Nizza  
what are your comments

2. Could you please have a look at :

- the BURMIG questionnaire  
what to keep, to add, to change (if changes why and how?)

Demographics

(Information suggested in addition to BURMIG which has not been used in BURMIG):

Marital status, education,

Number of persons in Household

Number of children in household  
Annual Household Income (in Euros)

Symptoms (+ prodromes, trigger factors)  
Frequency of Severe Headaches or Migraine  
Treatment  
Impact of Headache/ Migraine on Work  
Impact of Migraine on Relationships  
Impact of Migraine on Leisure  
Impact of Migraine on Psychological Well-being

3. What are your comments/impression about usefulness of :
- Areas, Whocall, Hurt, Halt, HADS, Hamilton anxiety
  - Diagnosis measurement for prevalence questionnaire

**Best wishes and looking forward seeing you soon in Vienna**

**Colette**