

**ROYAL EDINBURGH HOSPITAL PATIENTS COUNCIL
MEETING**

Management Committee Meeting 22 February 2010

Present: Shirley Gowers, Marie Jenkins, Carol Manley, Charlotte Mitchell, Albert Nicolson,
Cathy Robertson, Leah Marchbank, Chris Mackie, David Budd, Maggie McIvor

	Action	Outcome
<p>1. Apologies Apologies were received from Elaine Dobbie, Alison Robertson, Patricia Whalley, Alan Muir. Kate and Ian are on long-term absence. Albert kindly chaired the meeting in the absence of the office-bearers.</p>		
<p>2. Notes of Meeting on 25 January 2010 These were approved.</p>		
<p>3. Matters Arising a) Lesley Boyd will come to meetings in April and October and will monitor dates to try to attend other meetings. She can meet with the Chair and staff at other times. It is a good sign that she doesn't feel the need to attend all our meetings. b) Elaine and Ruth from Carers Council are drafting a letter to the Dean of Napier University. She will submit this to the Drop In on 1st March.</p>	<p>LB</p> <p>ED</p>	
<p>4. Collective Advocacy Referral & Tracking Forms Marie, Albert and Shirley would like to be involved in the Edinburgh Napier University mental health nursing undergraduate programme. We agreed to help with the CAMHS unit interviews – Maggie with preparation, Marie with interviews.</p>	<p>DB</p> <p>MM</p>	<p>Albert and Marie to do interviews 23 & 30 April.</p> <p>Maggie did 4 group meetings, Marie did one day of interviews</p>
<p>5. CAMHS and Care of the Elderly Collective Advocacy Maggie gave a verbal update. The first CAMs will be held on Nile ward on 9 March, Eden ward on 10 March. We are awaiting obligatory Enhanced Child Care Disclosures to allow us to work in the CAMHS unit.</p>	<p>MM</p>	<p>2 meetings have now been held on Nile and Eden, and one at Royal Victoria Ward 2.</p>
<p>6. Sub-Groups Finance – We need to arrange another meeting. We are confident in AdvoCard's competence. Strategy/Induction – We agreed to put induction pack material on the members' computer, backed up by one paper copy held in the office, instead of giving members hefty paper induction packs when they join the</p>	<p>DB</p> <p>MM</p>	<p>Meeting held 24 March</p> <p>At Strategy Group meeting on 15 March, both Elaine and Alan preferred that a</p>

management committee.		small induction pack should still be provided
<p>7. Finance</p> <p>We have received cheque from AdvoCard returning underspend from Circles Network. We will use this to open a savings account to act as a Reserve (should be three months operating costs) – Co-op Bank? Unity Trust? Check OSCR guidelines online.</p> <p>Chris will arrange for us to receive monthly accounts.</p>	<p>MM</p> <p>CM</p>	<p>Sorry, haven't done this yet</p> <p>Received 26 February</p>
<p>8. New Website</p> <p>Marie would is interested in joining a sub-group. Chris could support us. We will include an 'intranet' section on the new website. We will discuss further at drop-in on 29th March. Everyone is happy to have their names published in the Management Committee section of the website.</p>		Website group established with volunteers David Atiyah and Ian. Meeting held with web designers.
<p>9. Stories of Changing Lives</p> <p>Elaine is keen to distribute 'Stories' widely but we are waiting to hear from Lesley what level of involvement she would like to have. Marie and Carol will join sub-group to take this forward (hopefully Elaine and Lesley too). Suggestions included support agencies, Open Door, Elvis Shakespeare, Gowrie Care's High Street office, libraries, CAPS.</p>	DB, MM	Meeting held with Lesley who will do an information session at Elvis Shakespeare. David will give further update at next MCM
<p>10. Folders for Management Committee members</p> <p>We agreed to store information online instead.</p>	MM	See 6. above
<p>11. Important Dates</p> <p>Finance – Shirley, Albert, Patricia – 11am Wednesday 24 March</p> <p>Website – Marie – 3.30, Monday 29 March</p> <p>Strategy – Elaine, Alan – to be decided</p>	MM	See 6. above
<p>12. Chris from Advocard</p> <p>Unfortunately, we had run out of time but Chris had made some valuable contributions during the meeting and we hoped he had found it helpful to meeting management committee members and attend the meeting.</p>		