

CAIPE

CENTRE FOR THE ADVANCEMENT OF INTERPROFESSIONAL EDUCATION

AGM MINUTES NCVO, London

Thursday 21st June 2012

11:00 am

Present: Hugh Barr (HB) President, Elizabeth Howkins (EH) Chair, Helena Low (HL) Vice Chair, Angus McFadyen (AKM), Tony Perry (TP), Jenny Ford (JF), Sarah Hean (SH), Dan Kinnair (DK), Margaret Sills (MS), Elizabeth Anderson (EA), Patricia Bluteau (PB), Deborah Craddock (DC), Vicki Crossland (VC), Elizabeth Davison (ED), Sezar Domac (SD), Felicity Hargreaves (FH), Marion Helme (MH), Debbie Holmes (DH), Ann Jackson (AJ), Alison James (AJa), Sundari Joseph (SJ), Jenny Lorimer (JL), Jane Morris (JM), Gerri Nevin (GN), Siobhan Ni Mhaolrunaigh (SNM), Hyun Jeong Park (HJP), Richard Pitt (RP), Doug Rae (DR), Hannah Schutt (HS), Keith Stevenson (KS), Mary Woolliams (MW), Emma Beal (EB)

Apologies: Ann Ewens, Colin Whittington, Sharron Blumenthal, Sharon Buckley, Susanne Lindqvist, Aatif Patel, Lesley Hughes, Liz Westcott, Marilyn Hammick, Lynne Clouder, Debbie Frost, Janet McCray, Hannah Beckwith, Cath Poyser

1. WELCOME

HB opened the meeting by welcoming all the members who have travelled to the AGM. He praised the work that CAIPE had done over the past year and thanked everyone for attending.

HP paid a moving tribute to his friend and CAIPE Founder Member, John Horder who sadly passed away on the 31st May 2012. He announced a memorial service to be held on Saturday 1st September at 3 pm, St Mary's Church, Primrose Hill. He suggested that a special private CAIPE reception could be arranged after the memorial and reception. The AGM observed a moments silence in memory of John Horder.

EH thanked HB for his welcome speech and passed on her sympathies to him at the loss of his dear friend.

2. CHAIR'S REVIEW

EH gave a review of the year from April 2011 – March 2012.

Membership numbers have remained steady. Three new corporate members have joined. Edinburgh Napier, University of Hertfordshire, Carillion Clinics Libraries. The link with the Journal of Interprofessional Care remains important to membership.

EH Introduced Debbie Holmes the new website manager. Debbie is responsible for updating our website and modernising the CAIPE bulletin.

EH reported that the CAIPE Impact Strategy has been set up and is working well with two working groups working on different streams of the strategy.

The 1st National CAIPE Student conference took place in July 2011 and was well received by all who attended. The 2nd National CAIPE Student Conference will take place in November 2012. EH praised Jenny Ford and Deborah Craddock as their student representatives for their hard work.

EH said she was pleased that CAIPE was in a position to offer a Student Scholarship for two students to attend ATBH in Kobe, Japan this year.

The Chair's Event on Patient Safety took place in November 2011 and was a success with 30 individual members of CAIPE attending. This year the Chair's event theme is Pathways to Practice Transitions and will again take place in November.

Dan Kinnair and Jayne Frisby were thanked and congratulated on their work on Consultations.

Last year saw the 5th John Horder Lecture at St Georges. Lord Crisp presented and it was good that John Horder and his wife Elizabeth were in attendance.

March saw the Launch of 'Interprofessional Education in Pre-registration Courses: A CAIPE Guide for Commissioners and Regulators of Education', writing by HL and HB. It has been widely distributed via post and has been well received.

In December we said goodbye to Health Science at KCL and welcomed new Health Sciences which is to be run by Geoff Glover. Geoff has agreed to be a co-opted member of CAIPE.

EIPEN conference in Ghent in September was well represented by CAIPE. ATBH in Kobe will be well represented by CAIPE further strengthening our international links.

CAIPE's financial position is healthy and accounts are now well kept by TP with help from our independent examiner Sarah Smith and Emma Beal. EH thanked Tony, Sarah and Emma for putting accounts in order.

A risk assessment has taken place on fee income as 79% comes from institutions. This is expected to drop and a reserve has been kept.

Board member elections took place in May and June. This resulted in two new members Marion Helme and Sundari Joseph who were welcomed to the board. Richard Gray and Richard Pitt were welcomed for a second term of office.

Departing members Margaret Sills, Lesley Hughes and Bryony Lamb were thanked for their work for CAIPE.

Thanks to all board members for their work and to TP, DH and EB for their work.

3. THE AGM

3.1 Apologies for Absence.

Apologies were received from Ann Ewens, Colin Whittington, Sharron Blumenthal, Sharon Buckley, Susanne Lindqvist, Aatif Patel, Lesley Hughes, Liz Westcott, Marilyn Hammick, Lynne Clouder, Debbie Frost and Janet McCray.

3.2 Minutes of the AGM held on 23rd June 2011

The minutes of the previous AGM were accepted as a true and accurate record of the event.

Proposed: Margaret Sills

Seconded: Helena Low

3.3 Matters Arising

There were no matters arising to report.

3.4 Board Elections

EH reported that a board election had taken place for four new board members. She announced that Marion Helme, Sundari Joseph, Richard Gray and Richard Pitt had all been voted onto the board for the following year.

3.5 Annual Report and Accounts

TP handed out copies of the Annual Report which is now in the charities commission format. He reported that as expected, income is down and expenses are up.

BL asked why there was no Gift Aid recorded. TP said that this had not been claimed this year but he and EB agreed to look further into this.

ACTION: TP & EB

HL said that there is an option to use Easy Fundraising website to raise money for CAIPE. TP said that anything that comes in through this method would be logged under donations. It was suggested a link to Easy Fundraising be put on our website.

ACTION: DH

The accounts were accepted.

Proposed: Richard Pitt

Seconded: Angus McFadyen

3.6 Memorial to John Horder

EH reminded the meeting that a memorial will be held on Saturday 1st September. She asked everyone to send any experiences and memories of John to Hugh Barr who will be speaking at the memorial. MS asked if it would be possible to have a permanent memorial to John in the form of an annual award. The meeting agreed and this will be discussed at a future board meeting.

3.6 Any Other Business.

There was no other business to discuss. The AGM was closed at 12.10 pm.

4. PRESENTATION OF THE CAIPE STUDENT SCHOLARSHIP AWARDS 2012

CAIPE has offered a £2,000 scholarship award to two students who have had their abstract accepted at the Altogether Better Health Conference in Kobe, Japan in October 2012. It was hoped that it would be possible to present the award at the AGM but the conference organisers have extended the closing dates and two CAIPE entrants have not received their notification. Four students, Sezar Domac, Hannah Schutt, Isha Janneh and Jenny Lorrimer gave short presentations of their abstracts. Keith Stevenson presented on behalf of Sharron Blumenthal.

HL thanked the students for their presentations. She said she was thrilled that 10 CAIPE members have submitted their abstracts and so far 8 have been accepted with 2 more still to receive notification

5. KEYNOTE PRESENTATION

Dr Iona Heath, President of the Royal College of General Practitioners gave the first keynote presentation 'In Praise of Seams'. HL thanked Iona for a very humorous but thought provoking presentation.

Pip Hardy, Director of Patient Voices the second presentation of the day 'Interprofessional Learning from Patient Voices'. AKM thanked Pip for a very powerful presentation that had linked perfectly with the first presentation.

6. CLOSING REMARKS

EH closed the AGM by thanking the presenters of the afternoon's speeches and thanking the student's for presenting their abstracts for Kobe. She congratulated them on having their abstracts accepted.

EH asked everyone to send in any material they think would be of interest to CAIPE members so that we can put it on the website.

HL asked if everyone was happy for any photographs taken during the day to be used on the website and any CAIPE publications. There were no objections.

EH officially closed the AGM at 15.40 pm.