

Minutes July 30th Meeting of the Northland Faculty of the RNZCGP

Location

Kawakawa Hospital 6.00pm

Present

Kyle, Tanya, Mark, Steve, Damian, Chris, Geoff (by tele conference)

Apologies

John and Mike

Matters arising from May minutes

Previous minutes read as correct (Kyle/Tanya)

Registrar Relationships Kyle raised why we should develop our relationship with registrars under the following two points

- 1 To give them a positive experience
- 2 To facilitate their long term placement in Northland as working G.P's

Chris and Damian raised the idea that registrars should move around the practices and areas in Northland to encourage a full experience Kyle explained this happened in the past. He noted that to introduce the Northland registrars to Northland he was expected to travel to Auckland to meet them there. The board were not impressed with this type of introduction and wanted to know who was in charge of the registrars (Lynne Harvey). Mark felt that in order to improve our relationship with the registrars we need a relationship with Lynne. Chris suggested we invite her to one of our meetings to find out more about her plans for the registrars and how we can improve their experience.

Ideas

- Request a registrar report from Lynne for our meetings (Chris)
- Offer pastoral support (Mark)
- Invite registrars to present their topics at our conference with a prize on offer
- Do we get on board with the 'First five years'? (Kyle) – Kyle will send out the link to this

Website/Facebook

Kyle demonstrated a website we could use. It has up to 20 pages at \$8/month including the domain name Discussion about the need for us to generate content and avoid information for example blogs,

becoming stagnant. At some stage may need to employ a web master but until the time that we are unable to fill that position from within our board we agreed to nominate 'web master' as a role on our board.

Kyle voted as web master moved Tanya and second Chris

Tanya moved that the board pay for the website ongoing second Chris – passed

Faculty direction

Kyle reminded the faculty of its role to educate, support members and encourage research. Mark felt that increasing collegiality and making more pleasant to be a GP in northland was important.

There was some talk as to how far 'up' the faculty extends its involvement within the health sector, Mark felt that the first step is to ensure that we are well connected with our individual GPs and their localities. It was agreed to develop this relationship primarily, to start from the ground up allowing the members to direct the faculty and the projects that it supports. In order to do this Chris suggested a 'fact finding mission' ways of doing this were discussed with the following ideas

- utilise the good geographical representation that we have on the board with current members (Kyle)
- sponsor and evening with the agenda of what members want from the board and what kind of projects they want (Mark)
- the federation of rural hospitals and the types of GPs needs to be considered (Steve)
- send letter to peer review groups to offer different types of contact from the faculty
- eg regular review letters, attendance at their meeting, feedback (Chris), pastoral care (mark)
- present GP cases to specialists (Steve)
- are GPs interested in or making comments on the 'locality care' model (Chris/Mark)
- what kind of relationship do our members want us to have with the PHO
- definitions of our clinical and political roles (Damian)

Symposium

Title 'Not Just a GP' 'Not Just GP's'

Budget to be worked through by Kyle and Lynette

Timetable arranged

0830 Registration – coffee and tea

0855 Introduction

0900 Alistair

0915 Liz

0930 Mark

0945 PANEL

1000 or so MORNING TEA

1030 Jon Wilcox

1045 Andrew Miller

1100 PANEL

1115 Kyle

1130 Steve

1145 PANEL

1200 mindfulness

1230 LUNCH

1330 Laurie

1345 Chris

1400 Scott

1415 PANEL

1430 Damian

1445 Doug

1500 PANEL

1530 AFTERNOON TEA

Send to Mark to let all speakers know their time slots

Jon Wilcox has a room booked at the Copthorne for Friday night including breakfast Saturday morning

Mark to let Tanya know that all speakers are ok with their slots and then forward to Lynette Southwick who also has a room booked for Friday night including breakfast Saturday morning

All other speakers will attend the seminar for the day only

Finances

Attached May and June statements – accepted by attendees. All paper copies of the conference expenses have been sent through to the college, including reimbursement forms and invoices

Kyle and Steve discussed historically that we need to be prudent and have a decent financial cushion for times when the faculty has more restricted financial times. They noted that it is difficult to change spending habits during these times and suggest that we constrain yearly spending/investing \$6000 per year in faculty activities

Correspondence

New Finances contact person – Anna Whitehead from the college. most emails since last meeting have been about sorting out over payment of Lynette and Trish, getting final payments on the conference sorted out and trying to fix issues around the lack of continuity in the finance department at the college and getting clear lines of communication. Emails can be sent upon request before the meeting.

Copthorne package sent for the seminar, now on to third organiser there and need to ensure that final room rent is at \$450 as originally agreed

General Business

Tanya to forward planning for next years Waitangi conference to Chris

Meeting closed 2030

Next meeting to be arranged via email

Actions

- Tanya send Mark seminar timetable
- Mark confirm times with all speakers and let Tanya know so it can be forwarded to seminar organiser
- Tanya and Kyle compose letter to peer groups

- Kyle to send out link to first five years
- Each board member to start liaising with members in their region
- Kyle work with Lynette to do budget- please send a copy of the workings of this to Tanya to keep on file please
- Kyle to start and pay for website - all members to consider content of this and feedback, please get some input from members please * Tanya will remind all by email
- Tanya to send Chris planner