

SO arranged with HART for transport on 22 June, are able to facilitate journey in for the start and one out again at 4.30 pm. A pick-up at the Bridlington Bus Station could also be undertaken by HART.

Sound System:

Following discussions with the venue, we are able to use their hand-held microphone and screen but they have no other suitable items of equipment. Following referral to Saville's quote for the March Forum, it was decided to use our own laptop, (if possible) but to retain all other items. An additional hand-held microphone should also be ordered. Installation to commence at noon and De-rig at 6.30 pm.

SO/ JB
Arrange Audio
Visual equipment.

Discussion also took place regarding the cost of purchasing a laptop and projector as well as a microphone for use at other Sub Group, Focus Group and Forum meetings.

JB
Investigate cost of
listed items.

Market Place:

As a result of discussion about this it was decided to invite 10 organisations to have stalls.

JB
Invite
organisations.

Presentations:

Session 1:

Mike Cheeseman – Senior Service Manager
(Adult), Humber NHS Foundation Trust
Fran ashton – Operational Service Manager,
ERYC
Dawn Houston – Team Leader ERYC/HNHSFT

Commissioners: Derek Newton - PCT, Peter
Choules, PCT (if he is able to get away from the
PCT meeting he is in).

SO
Clarify who is
presenting, as we
need only one
each from
commissioners
and providers,
rest for panel.

Session 2:

Community Services at the PCT have been asked to provide identified individuals and will inform us who they are. Also awaiting reply from Eddie Brookes regarding a recipient to participate in the Forum.

Questions:

Care in the Community and Mental Health and Learning Disability Sub Groups to be asked to provide 4 suitable questions. MHLD meeting on 10/06/10, questions they create will go to C in C on 15/06/10 and M&M will decide on final questions prior to the Forum.

SO/JB
Ensure item on agenda and completed at meetings.

Wall Mounted Questions Boards:

JB to produce a question board for each Sub Group, 4 x A3 laminated sheets with the Sub Group name at the top and post-it notes for delegates to write on before sticking to question board.

JB
Create question boards.

Jobs on the Day:

Pat Perkins to Chair in RM's absence. Susan Oliver to assist by doing presentation following PP's welcome.

SO/JB
Organise job's list.

Meeters and Greeters needed at both entrances.

SO
Contact Sue Dudill re: youth workers to help on the day.

Workshop facilitators and Note takers at each table.

PCT Facilitations – Professional Services

SO
Invite Lead Group and Sub Group members to participate on the day.

WH volunteered to 'meet and greet' as well as take notes.

Seating Plan:

JB create once numbers are known. Conference style layout, round tables of 8.

5. AoB:

ERYLINK Bus:

Usage must have a purpose, focus needed so deferred to meeting after 22 June when we are in a position to discuss it more fully.

Governance Change Proposal:

It has been proposed at Lead Group to change the governance to allow a minimum of 8 Forums/Focus Group Meetings per year and that Lead Group meetings be held bi-monthly for business completion only. Lead Group meetings would be closed. Members expressed concern

PP/SO
Take concerns of group to Lead Group.

Forums to be retained as planned in

that Lead Group meetings are closed and felt that whilst they would accept that they are not able to speak at these meetings, they must be able to attend if they should so desire.

September and December and Focus Group Meetings to be arranged which are location and/or subject led around the East Riding.

Discussion took place regarding the proposed changes and it was decided to have September 17 and December 1 Forums as planned and that Focus Group meetings be organised which are location and/or subject led for consultation with members or membership events.

JB
Confirm venue bookings.

Details of Next Meetings:

To be arranged as necessary for Forum event.

5 July 2010, 11 am to 1 pm, Driffield Golf Club if it is free.

JB
Arrange venue.

Meeting Closed: 12.50pm