



Date Time	Monday January 10 th . 2022 7.30-9.00 pm	Chair	Dan Attry (Mob: 07973 632548) (dudleypc@gmail.com/chair@dudleypc.org)
Venue	Zoom meeting	Chief Officer	Stephen Noble (Mob: 07856 309573) (ceo@dudleypc.org)
Present	Dan Attry (DA) Stephen Noble (SN) Michelle Dyoss (MD) Nick Holden (NH)	Amjid Iqbal (AI) Abul Kashem (AK) Rosemary Plum (RP)	Mo Kolia (MK) Scot Taylor (ST) Vijay Lad (VL)

Details

Open section

1. Welcome, apologies and Declarations of Interest (DA)
 - Apologies from Sabrina and Aman Grewal
2. Presentation from 9Ways social media (RP)
 - 9Ways is a professional social media engagement company, doing three posts per platform per week (over three platforms). Content is seasonal and provided by them tailored around LPC requirements- Bank Hol. opening hours, health prevention, public health campaigns etc. Will provide data on demographics etc. DA asked about type of contract- should be commitment for first three months to gain traction. VL asked about monthly costs- MD said she would share with committee. AI asked how quick the response could be- may be done within the day but suggested monthly plan would be provided. AI also asked about the relevance of the material- material would be current and on-trend and would be unique to that LPC. MK asked about engaging with contractors- writing style and approach would be key tailored to contractors. May mean separate public and contractor sites; may mean direct contact with pharmacies. Knowledge of pharmacies providing services would be needed; MD mentioned using the public-facing Think Pharmacy website. Costs from MD- £500 per month minimum service fee, £10 per 'boost' fee (plus VAT)- around £6k. per year. Promotion plan and target audience needs to be worked on. DA, MK, AI and VL discussed proposals, wanting to go ahead engaging with contractors and the public. MD said she would get back to RP at 9Ways.
3. Minutes of last meeting (DA)
 - Minutes were read and approved
4. Action points arising and discussion (DA)
 - Chlamydia kits- no issue from Brook but contractors still not receiving
 - Footfall- no decision made yet
 - GP-CPCS- discussion on current performance on feedback from PCN's, NHS mail access
 - MDS- AI still concerned that one surgery still proposing change from 7 to 28-day prescriptions

Action Points

- Further meeting needed to discuss 9Ways proposals- DA, MD, NH, AI, SN
- RP suggests producing bullet-point list of requirements- DA, MD, NH, AI, SN?
- Look at draft specification for liaison officer- DA to committee
- AI to keep committee updated on MDS situation after research
- ST and NH to be copied in to any PCN e-mails? - Boots and Lloyds support

5. CPDO update (MD)
 - 503 council flu vaccinations to end Dec
 - LFT has doubled in last few weeks (approx. 450 tests per week)
 - Social Media (most of which will have been covered by 9ways)
 - Resources all delivered and very well received
 - EHC Training (8 attended out of the 24 booked)- next should be early February



	<ul style="list-style-type: none"> ○ <i>AF Proposal: updated, submitted and ready to go</i> ○ <i>HLP and Alcohol IBA Training: Health Champion training postponed to February 2nd., option of workbook/online training, assessment taken in pharmacy</i>
<i>A'Points</i>	•
	<p>6. Chief Officer update (SN)</p> <ul style="list-style-type: none"> ○ <i>BCWB Primary Care Collaborative MoU: Primary care representation at ICS level- likely to participate in second phase of working?</i> ○ <i>NHSE&I LPC funding MoU: £36k. from NHSE&I to be spent on defined activities- potential to work pan-West Midlands?</i> ○ <i>NMS webinars: Three new webinars planned for January- osteoporosis, heart failure, epilepsy</i> ○ <i>PSNC services dashboard: new version for Q2 services. Dudley poor for NMS</i> ○ New documentation: <ul style="list-style-type: none"> • <i>New style interactive agenda; sent out updated on morning of meeting</i> • <i>Pre-filled meeting notes: ambition to complete within meeting</i> • <i>Need for co-operation with CPDO/Treasurer, pre-meeting info</i> • <i>Suggested rejigging of agenda- last meeting notes & action points</i>
<i>A'Points</i>	•
	<p>7. Committee meetings <i>Area Clinical Effectiveness committee</i></p> <ul style="list-style-type: none"> ○ <i>Possible meeting in January but no update yet</i> ○ <i>Prescribing sub-committee</i> ○ <i>Next is due Tuesday March 15th.</i>
<i>A'Points</i>	•
	<p>8. Sub-committee reports <i>Contract applications (SN): Medisina Ltd. Closure from December 31st. 2021</i></p> <ul style="list-style-type: none"> ○ <i>Now down to 68 contractors</i>
<i>A'Points</i>	•
	<p>9. Treasurer's report (NH)</p> <ul style="list-style-type: none"> ○ <i>Balance of £96,893.33 as of January 9th. 2022: PSNC levy of just under £10k due out soon</i> ○ <i>Only one set of expenses back for December meeting: ST asked for confirmation of amount to claim (Half-day)</i> ○ <i>Expected meeting with James Wood over new format for accounts</i> ○ <i>PSNC levy payment due out at end of January- just under £10k.</i> ○ <i>Talks with other LPC's around engagement officer- fixed contract term recommended</i>
<i>A'Points</i>	• <i>NH to report back on meeting with James Wood</i>
	<p>10. AOB</p> <ul style="list-style-type: none"> ○ <i>There was no other business</i>
<i>A'Points</i>	•
	<p>11. Details of next meeting</p> <ul style="list-style-type: none"> ○ <i>Monday February 14th. 2022, 2pm at Beefeater Kingswinford- SN to book and confirm details</i>
<i>Signed by the Chair</i>	-----