



Date Time	Monday February 14 th . 2022 2.00- 5.30pm	Chair	Dan Attry (Mob: 07973 632548) (dudleypc@gmail.com/chair@dudleypc.org)
Venue	F2F/Beefeater Kingswinford	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)	Mo Kolia (MK) Vijay Lad (VL)

Details

Open section	<ol style="list-style-type: none"> 1. Welcome, apologies and Declarations of Interest (DA) <ul style="list-style-type: none"> ○ Apologies from Scot Taylor, Aman Grewal, Sabrina Grewal 2. Minutes of last meeting (DA) <ul style="list-style-type: none"> ○ Minutes were read and approved 3. Action points arising and discussion (DA) <ul style="list-style-type: none"> ○ 9Ways social media proposal discussed- MD outlined proposals for the committee to consider, including a calendar of suggested promotion. SN showed the committee the planned CCG promotion for pharmacy ○ AI reported back on meeting with local surgery on MDS prescriptions- nothing to report ○ DA went through the proposed Liaison Officer job profile with the committee. AI suggested that the remote working option be taken out. Committee discussed the salary, which was decided at £12 per hour upwards, and the hours as 16 hours/2 days per week. Advertising through WhatsApp, newsletters and possibly Indeed was discussed. 4. NHSE&I MoU- DA went through the funding being allocated from NHSE&I for GP-CPCS. AK discussed the availability of minor ailments. DA showed the committee the Lincolnshire support lead specification- MK, VL, AI and DA discussed supporting PCN leads. SN outlined experiences in other LPC areas, with the Extended Care service likely to be withdrawn from May 2022. DA, AI and MK discussed possibility of buying in some ABPMs for pharmacies to use, possibly one per PCN. 5. Mental health proposal- NH outlined his experience with mental health provision in the area, through MIND and Bushey Fields Hospital. He mentioned the provision of Mental Health first aiders within pharmacy to support people. VL told of his experiences, with MD mentioning the advantages of a service. MK told the committee about his experience as a post-graduate master's degree on depression and the support and resources available. MK and SN both thought an NMS service would be worth working up, with MD saying that she was willing to develop a shared-cost service with the CCG. AI told the committee of his experiences with patients in surgeries.
Action Points	<ul style="list-style-type: none"> ● MD to contact 9Ways to go ahead with planned promotions ● SN to contact CCG around collaboration on their planned campaign ● Committee to review Liaison Officer proposal ● DA and SN to discuss GP-CPCS/Liaison Officer position ● MD to scope out/contact people about proposed mental health service
	<ol style="list-style-type: none"> 6. CPDO update (MD) <ul style="list-style-type: none"> ○ HLP <p>Leadership training – 4 attendees from Boots MH and Grange Pharmacy</p>



	<p>HC Training – 12 attendees from Grange, Evergreen, Wrens Nest, Knights, Morrisons, Boots MH, Gornal Wood, Dispharma</p> <ul style="list-style-type: none"> ○ Alcohol IBA Training: - 3 attendees from Grange and Dispharma ○ AF Project: - Resubmitted application form on 17th Jan ○ Sexual Health: - Sent info about free resource to support HIV Testing Week in February Further EHC training planned for Feb/Mar ○ Suicide prevention training: - info sent to all contractors ○ Requests for info on public health commissioned services ○ Social media project- NHS resources- new folder in Drive for Promotion/social media ○ BCWB CCG communications plan- to promote pharmacy locally
Action Points	•
	<p>7. Chief Officer update (SN)</p> <ul style="list-style-type: none"> ○ NHS Hypertension service: - List of current providers; Webinar planned for March 22 ○ NHSE&I LPC funding MoU-Initial meeting:- money largely being spent on Engagement Officer(s) Pan-Midlands resource for Chief Officers set up for GP-CPCS and Ext. Care Setting up private CPWM webpage for resources for Engagement Officers ○ DMS/Stop smoking hospital discharge:- Michelle Haddock being employed to relaunch ○ New website:- New graphics for websites/newsletters ○ NMS webinars:- Now all on Dudley LPC/CPWM websites
Action Points	•
	<p>8. Committee meetings Area Clinical Effectiveness committee</p> <ul style="list-style-type: none"> ○ MK said there was little to report on, apart from some new inhalers.
Action Points	•
	<p>9. Sub-committee reports Contract applications (SN)</p> <ul style="list-style-type: none"> ○ SN told the committee about the four contracts moving from Murrays to PCT Pharmacies- change of ownership
Action Points	•
	<p>10. Finance, accounts, and budgeting (NH)</p> <ul style="list-style-type: none"> ○ Balance of £99,771.27 as of February 13th. 2022 ○ Meeting with James Wood was successful ○ Contractor levy ○ Reintroduction of levy holiday suggested: should be no more than 6 months of income ○ Review of levy fee collected- variation across LPC's: NH outlined the figures for contractor levies across LPC's. ○ Salary review: to be planned by Finance committee for March ○ Review of accountancy company: to see if any are more cost-effective for annual accounts
Action Points	<ul style="list-style-type: none"> • NH to start levy holiday ASAP • Finance committee to review level of contractor levy going forward

Dudley



PHARMACEUTICAL committee meeting minutes

	<p>11. AOB</p> <ul style="list-style-type: none">○ <i>DA told the committee he would be stepping down from his position with Murrays in March. This meant that he could no longer act as an AIMp representative on the committee. He proposed that he stay on as Chair until the June meeting, when the position be reviewed in the light of PSNC's RPG group report. He also suggested a representative from Jhoots Pharmacy be invited to the next face-to-face meeting.</i>
Action Points	<ul style="list-style-type: none">● SN to invite Jhoots to April meeting
	<p>12. Details of next meeting</p> <ul style="list-style-type: none">○ Monday March 14th. 2022, 7.30pm via Zoom
Signed by the Chair	-----