



<b>Date Time</b>	May 12 <sup>th</sup> . 2022, 7.30-9.00pm	<b>Chair</b>	Dan Attry (Mob: 07973 632548) (dudleypc@gmail.com/chair@dudleypc.org)
<b>Venue</b>	Zoom meeting	<b>Chief Officer</b>	Stephen Noble (Mob: 07856 309573) (ceo@dudleypc.org)
<b>Present</b>	Dan Attry (DA) Stephen Noble (SN) Michelle Dyoss (MD) Nick Holden (NH)	Aman Grewal (AG) Amjid Iqbal (AI) Abul Kashem (AK) Rosemary Plum (RP)	Mo Kolia (MK) Ranpreeth Sunder (RS) Scot Taylor (ST) Vijay Lad (VL)

**Details**

**Open section**

- 1. Welcome, apologies and Declarations of Interest (DA)**
  - DA welcomed RS and RP, there were no apologies or Declarations of Interest
- 2. Connected Pharmacy Programme (SN)**
  - SN outlined the launch event and first workshop. Attendance was poor with eight pharmacists for the first workshop. A second workshop was on the following Wednesday. DA asked about the launch event attendance, at which there were 26. It was hoped more would attend the second Workshop One session, being open to pharmacists plus technicians
- 3. Minutes of last meeting (DA)**
  - The minutes were read and approved by the committee- DA asked for the finances action points to be excluded as they had already been dealt with at the previous meeting
- 4. Action points arising and discussion (DA)**
  - Action points had been dealt with- a planned meeting with Jhoots had been postponed as a representative was due at the meeting. If that person didn't attend, DA would go out on a visit. MD had not pursued decals and door stickers as she was not convinced that wording and terminology had any impact with the public. MK agreed that Community Pharmacy Dudley would mean more than 'LPC' for hashtags used in social media. MD thought the Think Pharmacy website would be better to use for any public facing messages. SN reported that there was no data on delivering the hypertension service. NH expressed the concern that meetings attendance needed to be better than it was now but didn't want to go to paying expenses on a yearly basis. DA emphasised that committee members needed to attend all meetings and send an apology through if any meeting couldn't be joined.
    - DA discussed the replacement of VL as a committee member and PCN lead. VL thought that the pharmacist taking over McArdle's might be interested, but this would need to go out as an EoI
- 5. 9Ways Social Media Update (RP)**
  - Instagram was found to be the most popular SM platform, followed by Twitter then Facebook. People in their hundreds were looking on Instagram, Twitter with over a thousand impressions now that hashtags were being used. Engagement around lateral flow tests, allergies, NHS Covid passes, and minor ailments. Posts were best as twice per day for Instagram and Twitter, once a day for Facebook. RP suggested that engaging with contractors and staff to grow the audience by the LPC engaging with them might be worth considering. Including ads with postings should be delayed for now. MD was going to change posts from 'LPC' to 'Community Pharmacy Dudley' which RP thought might still be too long and thought dropping 'Community' might be worth



	<p>considering. MK agreed with RP in that contractor as well as the public needed to be engaged with advanced services such as blood pressure monitoring and stop smoking. RP asked about pharmacies providing weight management programmes. NH thought this would be good to focus on, and ST suggested promoting pharmacies supplying EHC, especially posting at weekends. DA also suggested a list of proposed posts going out should be shared with contractors, to alert them of activity on the SM platforms. RP thought contractors might supply topics for promoting, NH wanting to know what was working with subscribers/contractors using the platforms, and MK suggesting something on NMS to inform the public would be valuable. Bank Holiday openings were also suggested. The committee discussed the progress made and how SM might be used in the future.</p>
<p><b>Action Points</b></p>	<ul style="list-style-type: none"> <li>• SN to amend April's notes</li> <li>• MD to rebadge posts from LPC to something more meaningful- discussion with committee</li> <li>• MD/RP to produce forward calendar of posts to be made on SM platforms</li> <li>• SN to send out Eol for Brierley Hill PCN lead</li> </ul>
	<p><b>6. CPDO update (MD)</b></p> <ul style="list-style-type: none"> <li>○ PNA- supported council with updated pharmacy list with now 100% completion from contractors. Mismatch of hours with NHS Choices, CPCS provision not stated.</li> <li>○ Social Media- will get list of prices for SM support stickers etc.</li> <li>○ Mental Health Pilot- Lloyds Sedgley keen on pilot to test and price the service. MD putting a form together with some Q&amp;A's for a three-month trial. DA asked for monthly updates to review results and ongoing costs.</li> <li>○ Dudley Heatwave Planning meeting- 41 excess deaths in 2021</li> <li>○ Attended Pharmacy Review meeting</li> <li>○ Attended Connect Pharmacy session- will attend next workshop</li> <li>○ Chlamydia and Gonorrhoea screening kits, condoms- Brook to do top-up training and to supply kits and condoms with MD to distribute</li> <li>○ Dudley MBC has asked for Eol's to supply 'flu vaccinations for the 2022-23 'flu season</li> <li>○ ST asked about EHC certificates, which are now no longer supplied- MD will still train and validate</li> </ul>
<p><b>Action Points</b></p>	<ul style="list-style-type: none"> <li>• SN to send MD updated list of CPCS providers</li> </ul>
	<p><b>7. Chief Officer update (SN)</b></p> <ul style="list-style-type: none"> <li>○ RSG Proposals- voting now open to contractors, with hopefully a spreadsheet of submissions. SN asked committee for any suggestions to promote. DA noted there were only 46 attendees for the regional RSG meeting, with the importance of contractors voting</li> <li>○ BCWB PCCC Report- Walsall now included in Pharmacy First MAS, workforce planning update</li> <li>○ DMS Referrals- meeting due on May 13<sup>th</sup>. Concern that some pharmacies not clearing referrals- may not be fully completing.</li> <li>○ LSO Position- DA updated committee on filling the position. One applicant had been appointed but needed to resign her present position. Presented well at interview with lots of drive and ideas. Will confirm a start date with an induction period of roughly one month. The other GP-CPCS role job-description will be reworked for advertising.</li> </ul>
<p><b>Action Points</b></p>	<ul style="list-style-type: none"> <li>• SN to send newsletter to contractors on voting for RSG proposals</li> <li>• Review of GP-CPCS role by DA, SN and MD</li> </ul>



	<p><b>8. Committee meetings</b></p> <ul style="list-style-type: none"> <li>○ <i>There were no other meetings</i></li> </ul>
<b>Action Points</b>	<ul style="list-style-type: none"> <li>● <i>No action points</i></li> </ul>
	<p><b>9. Sub-committee reports</b> <b>Contract applications (SN)</b></p> <ul style="list-style-type: none"> <li>○ <i>No new applications, only changes of ownership of Murrays Healthcare by PCT Pharmacy</i></li> </ul>
<b>Action Points</b>	<ul style="list-style-type: none"> <li>● <i>No action points</i></li> </ul>
	<p><b>10. Finance, accounts, and budgeting (NH)</b></p> <ul style="list-style-type: none"> <li>○ <i>Treasurer's A/c Balance- down to £83,714.38 as at 12/05/22</i></li> <li>○ <i>NHS Mol A/c Balance- £36,238.51 as at 12/05/22</i></li> <li>○ <i>Budgets complete- Dan and Amjid to approve</i></li> <li>○ <i>All information submitted to Crowe for end of year accounts reports- due back end of May</i></li> <li>○ <i>No payments being made to HMRC- account in credit over £2k</i></li> </ul>
<b>Action Points</b>	<ul style="list-style-type: none"> <li>● <i>NH to ensure return of accounts ready to go out for AGM pack and approval</i></li> </ul>
	<p><b>11. AOB</b></p> <ul style="list-style-type: none"> <li>○ <i>Election of Chair- DA reminded that June was his last meeting. Needed to come from within the committee, with NH suggesting a rolling chair from the committee, with support from SN and MD. MK thought he should be able to fill the role once his workload dropped. DA asked for committee members to think about what they wanted to do</i></li> <li>○ <i>PCN role for Sedgley- MK thought he had someone to fill the role, but SN hadn't received any EoI</i></li> </ul>
<b>Action Points</b>	<ul style="list-style-type: none"> <li>● <i>MK/NH to explore/update on the SCG PCN position</i></li> </ul>
	<p><b>12. Details of next meeting</b></p> <ul style="list-style-type: none"> <li>○ <i>June 13<sup>th</sup>. 2022- F2F at the Beefeater Kingswinford</i></li> </ul>
<b>Signed by the Chair</b>	<p>-----</p>