

Hospital Services Task Group Meeting
13/03/14
2pm - 4pm
At the HWK Kingston office

Present:

Graham Goldspring	GG	Debra McCarthy	DM
Maurice McCullough	MM	Marita Brown	MB
Eleanor Levy	EL	Rianne Eimers, Chair	RE

ITEM		Action
1.	Welcome and apologies RE welcomed the Hospital Services Task Group members to the meeting - Apologies were accepted from Jo Boxer, Linda Webb, Jo Carmody, Pang Sham and Naushad Ally Suffee.	
2.	Terms of Reference & appointment of Chair <ul style="list-style-type: none"> ➤ The task group agreed the Terms of Reference, now to be signed off by the board of directors at their next meeting on 10th April 2014 ➤ Future meeting dates were agreed (see item 5). ➤ It was agreed that GG would be the interim Chair just for the next two meetings, with a permanent Chair and Vice Chair to be selected. ➤ It was agreed that a member of the board would sit in on each task group meeting, but may be a different member each time attending. 	RE
3.	Priorities for Hospital Services Task Group <ul style="list-style-type: none"> ➤ The task group members discussed current issues that they would like to be priorities for the task group to consider. ➤ They discussed the following priorities for the group to focus on: A & E, After Care, Pharmacies, Weekend Care, Communications & appointments, Ambulances Services. It was agreed that the task group members would supply issues/concerns and feedback to the group. ➤ It was agreed that MB, GG and MM are authorised representatives for Hospital Services Task Group; their forms can be amended to include other meetings/ activities. ➤ It was agreed that a list would be produced of all current hospital meetings attended by active members. 	ALL ALL
4.	AOB It was agreed that a list of authorised reps and the boards/committees they are attending to be available for future meetings. GG suggested that it would be useful to have a list of members expertise available at meetings, this system is used at the LBGT forum. It was suggested that Nick Ainley be asked to attend the Hospital Services Task Group meetings due to his connections with Kingston Hospital.	RE RE RE
5.	Dates for the next Meeting Thursday 24 th April between 10am - 12pm in the HWK meeting room. Tuesday 3 rd June between 10am - 12pm in the HWK meeting room.	

