

Healthwatch Oxfordshire Board of Directors

Date of Meeting: 24 th January 2017	Paper No: 2
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Title of Presentation: Minutes of the Board workshop of 10 th January 2017

This paper is for	Discussion		Decision	x	Information	
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Purpose and Executive Summary (if paper longer than 3 pages):

Financial Implications of Paper:

Action Required: The Board is asked to agree the notes of the Board workshop of the 10 th January 2017

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Healthwatch Oxfordshire Board Workshop 10th January 2017 4-6pm

Attendance: Eddie Duller (ED) Chair, Tracy Rees (TR) Vice Chair, Jean Nunn-Price (JN-P) Richard Lohman (RL), Caroline King (CK), Geraldine Shepherd (GS), George Smith (GS)

In attendance Rosalind Pearce (RP) Executive Director

Board support staff for actions Carol Ball (CB) Business Manager

Action notes (actions in **bold**)

1. Feedback from director recruitment
 - a. Exceptional quality applications - 14 in total. Shortlisted 8 for interview.
 - b. **CB to send email to unsuccessful - TR to draft text**
 - c. **CB to invite interviewees offering interview on either Friday 20th or Monday 23rd. As there are 8 people to see agreed additional day of Monday 23rd January -**
 - d. **CB to book room for 23rd January. (I have already explored WOCA but only have room after 3:30pm)**
2. Board Planning
 - a. Agreed all Board meeting to be 7-9pm
 - b. 4th April workshop to be 7-9pm

24th Jan Board meeting - to be publicised across county to ensure as wide an audience as possible can attend

3. **Finance & General Purpose Committee** to be established; to meet at last half hour of each workshop; membership full Board; quorate as for Board; papers to be circulated 1 week in advance; minutes to be presented and ratified at next full Board meetings.
 - a. **RP to produce Terms of Reference for Group for next Board meeting**
4. Exec Director update (circulated)
 - a. Witney - ensure focus on Young Carers
5. Other
 - a. RP to send link to CCG Transformation Consultation web site to all Board
 - b. RP to review management and use of volunteers to establish opportunities for involvement in strategy e.g. Task & Finish / Work Groups that can bring in external expertise
 - c. Home Care Services update required from OCC (changes in system / providers etc.)
 - d. HAART OUHT update required
 - e. HWO to carry out enter and view with customers of new systems - home care & OUHT process
 - f. Deer Park - ask what resources are being made available to GP practices to cope with additional patients. RP to ask for update from CCG - follow up on letter sent in November.