

ANNUAL GENERAL MEETING

**Minute of the Scottish Clinical Skills Network Annual General Meeting,
held on Wednesday, 22nd April, 2015 at Easterbrook Hall Conference Centre at
12.30pm.**

SCSN Jerry Morse opened the Annual General Meeting at 12.30pm which was held in the Crichton Church and welcomed everyone.

Present: Jerry Morse, Elaine Stewart, Fiona Roberts, Brian Addison, Nic Richardson, Sam Paterson, Sharon Donaghy, Catie Paton, Michael Money Penny, Veronica O'Carroll, Maureen Crowley, Kenny Munro, Gayle Mackie, Mairi McKinley Bill Irving, Ian Morrison (Lynne Egan – minutes)

1. Apologies

Apologies were accepted from Caroline Wood, Aly Brown, Graham Nimmo and Graham Geddes.

2. Minute of the last meeting

The minute of the last AGM which was held at Uaill Fire & Rescue Training Centre in Cambuslang was accepted as a true record.

3. Report from the Chair

Jerry Morse welcomed everyone and gave a brief report on the Network with it having reverted back to a single entity, no longer with ASPiH. Although the Network does still have an affiliation with ASPiH, all members are now back with the SCSN and all membership fees/income comes to the Network. We are hoping to grow our membership once again and this year we introduced 4 new Special Interest Groups – Allied Health Professionals, who held their first meeting at the beginning of the year, Pharmacy, Research in Simulation for Healthcare Professionals and Simulation/Clinical Skills Technicians who held a very successful Simulation Technical Day at Glasgow Caledonian University at the end of last year.

One area the Network needs to improve upon is the number of Workshops we offer our members. Anyone who wishes to run a workshop or who has an idea of a workshop please contact J. Morse or scsn@dundee.ac.uk.

4. Constitution

There were no changes to the Constitution.

5. Report from Treasurer

Unfortunately Caroline Wood was unable to attend the Conference and Jerry Morse gave report on her behalf, advising that the accounts continue to go through the University of Dundee. A copy of the Treasurers Report is attached to these minutes but in summary, after this year's Conference with income and expenditure, the Network is in a good financial position.

6. Report on Membership

With regards membership, we are now growing our membership after the Conference, after our affiliation with ASPiH it was very difficult to actually define our membership and it won't be until after the conference that we can look at this and identify our membership.

We are delighted that we have 10 Institutional Memberships and another one pending.

7. Website Update

The new website is now up and running but due to the timings LE has not been able to make full use of this as it coincided with the run-up to the conference. The one thing that the Steering Group is not completely satisfied with are the generic photographs in each section. We have been advised that we can change these so if any members have any appropriate, correctly formatted photographs that they think would be suitable for the website, could they please send to scsn@dundee.ac.uk along with any other items they would like put on the website.

8. Forthcoming Meetings

Workshops Programme:

Discussing workshops further, J. Morse advised that we need workshops to be held in different geographical areas and the aim must be to carry out 4 per year. An idea would be to task each Special Interest Group to develop a workshop within their area.

F. Roberts reported that the AHP SIG had a very productive first meeting where they brainstormed ideas about workshops. There is a need all over the UK for AHPs to get together to share ideas.

A. Brown is leading the Pharmacy SIG but was unable to attend the meeting.

G. Mackie talked about the successful Simulation Technician Day and suggested that they could convert this into a workshop.

The Research in Simulation for Healthcare Professionals is about to start and J. Morse has contacted Graham Nimmo to ask for his involvement with this.

9. AOCB

There was only one question raised and J. Morse asked what members felt about aligning with CAIPE, we need discussions about this and C. Paton will talk to Hugh Barr.

There being no further business, the Chair thanked those present for attending and the meeting closed at 12.50hrs

10. Date of Next Meeting

The proposed date of the next meeting will be 20th April, 2016, the date and venue will be confirmed to members as soon as this has been agreed.