



## Board Meeting

### Minutes

Thursday 14<sup>th</sup> April 2022 7pm on zoom

1. Welcome/Present; Danielle; Graham; Jon; Tracy; Jan; Sue; Veronika; Stephanie.
2. Apologies; Clare, Jean

#### **Services updates:**

3. Regulated Services:
  - a) Danielle – amended format for written update report was circulated in advance of meeting (and attached with documents). Specific questions/matters arising from report:-
    - i. Unique IT system – D starting to feel better about how this is going. Big problem is migrating from NB but finding ways around this. Some disappointments with what was promised but generally think we are nearly there. (Leona’s dad has died suddenly which has taken off the task – need to send card). Sue concerned about the gaps we did think we were getting – should the Board go back to Unique about this – is it as close as we need it to be? Not clear whether we asked the right questions or that we were mislead but perhaps this can’t be established until full migration has been completed. D has faith having met again with the trainer that we will be able to find ways through/around the initial problems. Veronika keen to request that we offer Unique the opportunity to make their system better by creating more person centred precedents – Danielle felt this might be received well. We do get opportunity for a “reconciliation” training session where we can bring our questions and queries – key Board members to attend this if at all possible. Sensible to do the final migration with a week in hand - so last week in April as our contract with NB finishes end April;
    - ii. 0 volunteer hours – community – request next Board or AG topic that needs to be addressed – Action Group on Tuesday 19th;
    - iii. Board attendees at Staff Meetings – where this has happened it has been mutually appreciated/beneficial. Agreed to post forthcoming meeting dates in Next Cloud calendar – also put up on SLACK as tend to be agreed at short notice (D & Staff need to be aware of confidentiality issues and manage the discussion accordingly);
    - iv. Variables of paid hours/hours delivered mainly due to holiday period but trend still positive;
    - v. Can report include how many employees we have;
    - vi. Agreed better format for the RM report – evolving and would be good to get all the reports integrating into the one – impact to include finance and marketing.
  - b) general other – Jean – report circulated in advance and attached.
4. Action Group summary/reports - discussions on “on call” arrangements and Council referrals – mainly dealt with elsewhere in minutes or reports.
5. Sharing Care – Veronika – ongoing work with Change Agents – now Guild of ? .... Next part of consultation will be with User Members. See SC website for further info/updates.
6. Date of next meeting: Thursday 12<sup>th</sup> May @ 7pm
7. Next action group dates: Tuesday 19/04 @ 4pm; Thursday 05/05 @ 6pm

