

SPMN Committee Meeting Minutes
8th October 2007
TORT Centre, Dundee

1. Persons Present

Kenneth Munro (KM)
Rob Farley (RF)
Joyce McDonald (JM)

Pam Harper (PH)
Catherine Mathieson (CM)
Luke Meighan (LM)

2. Apologies

Linda Ovens (LO)

3. Previous Minutes

Previous minutes from meeting on 22nd August accepted as being an accurate record of the meeting.

4. Matters Arising

Website

Some members of the postural management subgroup have started looking over the SPMN website. Among members of the subgroup there have been some concerns about privacy/availability of contact details, spam etc etc which may be accessible via the website. LM discussed that there should be none of this kind of information available on website. LM also queried whether the minutes of the postural management subgroup should be published on the website - JM could not think of anything that may be confidential/revealed through publishing the minutes. Committee agreed that these will be published on the website, if there is anything confidential then these will be removed from the minutes before publishing.

Committee Members

Lynsey Stevens has enquired about becoming a member of the SPMN committee. Discussed that SPMN should consist of therapists/clinicians, with a co-opted member from BHTA, currently filled by KM which will continue for at least next 6-12 months.
CM to feed this back to Lynsey, with the possibility to review in the future.

JM discussed that Sarah Hyde has expressed interest in becoming involved on the committee.

5. Update of membership

Current membership – 118 (drop due to lapses in standing orders)

Corporate – 7 (JCM Seating new member)

Non-renewers – 139

LM suggested that we include the standing order form with the membership form on the website, to encourage people to automatically arrange a standing order upon membership application. **PH to send LM a blank standing order form to scan in and add to membership form document.**

JM discussed that while SPMN membership is open to anyone involved in postural management, there may be a perception that it is aimed more at therapists/clinicians, rather than carers and service users.

6. Finances

Current Account - £44.53

Deposit account - £9354.16

Professional Development Account - £1301.00

7. Postural Management Subgroup

JM has circulated minutes of latest subgroup meeting – agreed to start posting these on the SPMN website.

QIS Masterclass (24hr postural management of paed) – timing scheduled for March 2008. Currently at planning stage – plan to organise a meeting with those interested. To be coordinated by JM.

PCSP (Postural Carers Skills Programme UK Ltd) – Training for carers. Training for trainers has started (generally by distance ed). Two day sessions to be held next year (Postural Care Pathways & Measurement). Some delay due to personal reasons for Sarah Hill. Trainers will be responsible for 30hrs general skills training programme. Proposed that once trainers are proficient to possibly hold a general skills training event coordinated/advertised by SPMN.

8. ScotRET

Last ScotRET meeting 28th September. Nothing to report.

9. Website

Website is up to date, apart from information still needed for:

- Current work of postural management subgroup
- Professional Development reports

Some members of the postural management subgroup plan to review website to see if there is anything to be added/amended.

10. PMG

SPMN has been requested to contribute to PMG's periodic journal, outlining what SPMN is currently doing in Scotland. Agreed to commit to this for the future - plan for individual members to compile short paragraphs about aspects of SPMN's activities, eg JM to talk about QIS Masterclass, CM to talk about Moving Forward: Wheelchair Review, reports on speakers at SPMN Event in Nov.

Olwen Ellis is PMG contact for this. **LM to 'cc SPMN Minutes and Postural Subgroup Minutes to Olwen olwen.ellis@pmguk.co.uk**

International Event 2010 to be held in Glasgow. Request for a committee member of SPMN to be involved in the planning process. LM volunteered to be involved providing that meetings could be conducted via teleconferencing etc to avoid need to travel. **CM to feed this back to PMG.**

11. SPMN Event Nov 28

Advance Notice Flyer has been emailed to contacts held on database compiled by LM (approx 140). RF has emailed AHP mailing list (approx 200). Registration form has been posted on website. LM has also compiled a mailing list/labels for most therapy departments etc within Scotland.

Confirmed speakers:

- SHIL
- Contour 886
- Fife Postural Management Pathway
- SMART Wheelchair Loans & ETC (CM)
- Patient/carer experience (Anna/Liz Goldsmith & James), follower by carers training in Fife (?PAMIS)
- QIS (June Wiley)

Still to confirm:

- JENX (MD/JM)

Still plan to have a poster presentation, and to subsidise some attendees to report on the various speakers on the day. **KM to check with Westpark Conference Centre that there will be facilities to accommodate posters on the day.**

13. All Other Current Business

14. Date of Next Meeting

7th November, 10.30am, Lomond Centre, Woodside Way, Glenrothes, KY7 5RA.