

Minutes of Human Givens Institute Board Meeting

Date of Meeting: Monday 7th September 2020 at 1900 -2100 on Zoom on Zoom

Present: Sue Gray, Carel Beynen, Judith Desbonne, Clive Corry, Ivan Tyrrell, Jane Tyrrell

Apologies: Liz Barr, Julie Lawrence

Declarations of interest: None

1. **Minutes of the last meeting** – agreed and signed off.

Matters arising-

3.2 – RPSC working group have now met

6 – PSA feedback forwarded to the board.

8 – Student membership query now resolved

9 – Peer group feedback re Equal Opportunity and Inclusion policy

- ACTION- Sue to follow up with LB

2. **Regulation - RSPC & EOC**

| | ITEM | OUTCOME | ACTION |
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| 6.1 | RPSC update | OD/TB Paper sent to August Meeting so no paper to this one | Trevor Bailey and Owen Davies will issue a report mid September before their chairship ends Sept 30 th |
| 6.2 | EOC Report (External oversight committee) | Discussion of EOC report questions and recommendations. | Sue Gray EOC working group to complete Report Action Grid and return to EOC |
| 6.3 | EOC recruitment Role Description and Process | Board agreed to proceed with recruitment | Sue Gray and Harold Mosley Commence recruitment. |
| 6.4 | Regulation & Complaints Management Option Appraisal <i>Keeping RPSC work in house or outsourcing it.</i> | A discussion ensued which resulted in the decision to trial for 6 months an updated simpler in house process that included mediation and paying people for their time – as has been discussed with the PSA | Carel Beynen RPSC Working Group will create the implementation plan and recruit the new team etc working along side the outgoing chairs. Formal review of the changes at March 2021 board meeting to evaluate if the revised system is robust, suitable and sustainable |

3. Serving the membership

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| 7.1 | Membership update / Peer Groups | Peer group reps report discussed with the board. Irish community regarding concerns about new regulation. | Liz Barr & Judith Desbonne Pass back the answers to the appropriate peer groups. Add a Response Grid to the report for ease of understanding and tracking actions as they are completed. Sue Gray will draft a reply to the Irish HG Community |
| 7.2 | Staffing | The current membership secretary has resigned. | Jane Tyrell Recruitment for a new employee is in process. Job description will be forwarded to the board |

4. Clinical Training and Supervision

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| | New Part 1, 2 to 3 Pathway | New HG Diploma pathways reviewed and agreed. | Sue Gray Feedback to Training and Supervision Working Group |
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5. Promote and disseminate Human Givens

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| 9.1 | HGI Conference | Two options being considered: i) hosting next year's conference online in case of ongoing Covid restrictions (this would incur cancellation fee for venue) and ii) explore idea delivering an additional conference online in the interim to raise funds and increase awareness of HG to wider audience | Clive Cory Conference Working Group to be formed. Advertise for 2 more members to assist |
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10. Research and update

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| 10.1 | Status of the HG Pedia | Recent additional costs for the HGI has resulted in a delay to the launch of the HG Pedia website due to lack of available funds. The RUG (research and update group) are on track to present the project at the AGM in October. | Sue Gray RUG to give update to the AGM. |
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11. Organisational Governance

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| 11.1 | Finance report | No paper available due to Annual Leave. | Carel Beynen will contact Owen D re Insurance rebate |
| 11.2 | Risk register update | Organizational Risk register tabled for information. Agreement to do a short risk workshop at next board meeting | Sue Gray Movement – short Risk Register |
| 11.3 | AGM | Agenda items agreed to include: -Update from the RUG -Introduction to the peer group reps -Update on the new process for part 3 of the HG diploma. REPORTS to prepare: Agenda Annual Report includes RPSC Finance report PSA report Members questions | Sue Gray Last years papers to Sue – Jane T Create agenda Call for papers Ask members for questions Deadline for draft papers - 25 th September 2020 |
| 11.4 | Away Day | Planned for Monday 14 th September. All continuing as planned | Sue Gray Pre info questions to all invitees beforehand. |
| 11.5 | Document and Procedure Register | Prepared by Ian Thomson presented by SG. The board would like to thank Ian for his time and work behind the scenes for so long. | Sue Gray Letter to Ian Thompson |
| 11.6 | Review of Agenda format | New meeting format agreed as workable. | - |
| 11.8 | Next year's dates | Dates for 2021 amended and agreed. | Jan 18 th March 15 th May 17 th – July 12 th Sept 20 th |

10. Any other business – There being no other business the meeting was closed at 9pm.

11: Time and date of the next meeting – Nov 2nd 2020

JD, 7th Sept 2020