

Minutes of Human Givens Institute Board Meeting

Date of Meeting: Wednesday, 4th September 2013 (7.00 pm)

Medium: Skype

Present: Julian Penton (chairing), Joe Griffin, Sue Saunders, Ivan Tyrrell, Gail Rhodes

Apologies: Kevin McDonagh, Ros Jeal, Renee Van der Vloodt, Julie Lawrence, Linda Singer, Ian Thomson

1. **Minutes of previous board meeting – June 26th.** The Google secure service trial for online communication/data storage has not yet started as the ECC hasn't had cause to communicate since the meeting.
2. **AGM:** Gail Rhodes will represent the board in working with John Barnett, Chris Forssander and Lance Kearon, who offered to help boost HGI membership and improve rates of part 2/part 3 conversion. Gail's recent experience of delivering a course in York for the latter purpose was warmly received and has the potential to offer a way forward and address the question of how it might be possible to make part 3 more accessible.

Action: Gail Rhodes

3. **Governance:** It was agreed that there were insufficient board members present to make decisions about the previously circulated paper which set out a schedule of numbers, roles and tenure of future Board and Registration/Professional Standards Committee members. To be re-tabled at the next board meeting.

Action: All directors

4. **PSA updates**

- (i) **HG diploma validation:** Sue Saunders is still awaiting a PSA response to her paper on a suggested process for internal validation.
- (ii) **Online therapy guidelines:** To be deferred to next meeting as Linda Singer unable to present her document (circulated with these minutes) to this meeting.
- (iii) **Service user involvement:** Julian Penton to contact the PSA to seek guidance on minimum requirements.
- (iv) **Supervision:** members to be consulted and given two months in which to submit views – in order that PSGs can discuss.

Action: Julian Penton

5. **Other business – 2014 conference.** The weekend date is set for May next year. All directors requested to come to the next meeting with at least one idea for a theme and, ideally, associated speaker/s. Ivan to ask Kathy to send round list of previous conference themes.

Action: All directors/Ivan & Kathy

6. **Next meeting – Friday 1st November at 7pm**

7. : agreed that ECC should pilot Google business per Ian Thomson's paper, funded by HGI and reporting back in six months. Action: Ian Thomson

8. **QA Panel:** two academics, Stephen Hill and Fiona O'Riordan have agreed to be on the QA Panel. Three other members will be sought as HG content experts. The next step is to agree with the PSA that this is appropriate, then invite expressions of interest from members. Sue Saunders will approach the PSA following the introductory meeting in July. Action: Sue Saunders

9. **Risk assessment:**
 - a. agreed that complaints analysis should be used to inform quantification of risk. Action: Ian Thomson
 - b. agreed that annual CPD statement should include declaration of practitioner integrity. Action: Ian Thomson
 - c. agreed to consult membership on revised, strengthened supervision policy, including regular peer supervision attendance requirement, and proposal for improving peer supervision quality. Action: Julian Penton
 - d. agreed to ask Renee Van der Vloodt to prepare proposal to include requirement for supervised peer sessions for trainees. Action: Julian Penton
 - e. agreed to bring proposal on governance to next Board meeting, along the lines set out in Julian's notes, including peer group nominees. Action: Julian Penton

10. **Virtual therapy:** Linda Singer to develop proposal for improving training for online therapy. Action: Linda Singer

11. **ECC feedback:** agreed to invite successful candidate from exercise in 2012 to join the QA Panel. Action: Ian Thomson

12. Date of next meeting: Wednesday 4 September 2013

26 June 2013 JAL