Minutes of Human Givens Institute Board Meeting

Date of Meeting: Wednesday, 26 June 2013 (7.00 pm)

Medium: Skype

Present: Julian Penton (Chairing), Joe Griffin, Kevin McDonagh, Sue Saunders, Linda Singer, Ian Thomson (Human Givens Foundation representative), Ivan Tyrrell, Julie Lawrence

Apologies: Farouk Okhai, Bart McEnroe, Gail Rhodes, Ros Jeal, Renee Van der Vloodt

1. **AGM**: an evening AGM to be held at Sunningdale 20 August 2013, when some board members are attending to teach the special diploma course for Mexican nationals.
Action: Kathy Hardy

2. **Role of treasurer**: agreed to invite expressions of interest for a HGI member to join the Board as Treasurer.
Action: Julian Penton

3. **IT needs of the HGI**: agreed that ECC should pilot Google business per Ian Thomson's paper, funded by HGI and reporting back in six months.
Action: Ian Thomson

4. **QA Panel:** two academics, Stephen Hill and Fiona O'Riordan have agreed to be on the QA Panel (see SS's paper). 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

5. **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

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

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

8. Date of next meeting: Wednesday 4 September 2013

26 June 2013 JAL