

Executive Committee Report - May 6th 2015

- 1) **Attendance:** Angela, Sister Josephine, Kathy, Leslie, Malcolm
- 2) **Apologies:** Joseph and Lynn
- 3) **Meeting with Elizabeth** – Minutes agreed.
- 4) Arrange meeting with Elizabeth around May 28th
Focus on Cat C, Equalities (Well Led domain)
- 5) **Reports for Forum meeting:**
 - a) Safeguarding – Leslie (copy to Carl)
 - b) CQC inspection - Malcolm
 - c) Mental Health – Malcolm
- 6) **Meeting Plan** – Sean Overton, TDA offered first 30, followed by CQC for one hour. If Sean can't make it offer June meeting. Sean will answer all questions after election. Ensure we get information about how TDA monitors the effectiveness of PPI. Agreed to have minimum routine business.

They will give short introduction and then want to hear about patients' and carers' experiences of ambulance services. Agreed to select five key themes for EC members and to focus on the positives and negatives and aim to be evidence based:

- a) **Kathy** – Equalities
- b) **Leslie** – Safeguarding
- c) **Sis Josephine** – Mental Health
- d) **Angela** – Complaints
- e) **Malcolm** – Delays and ambulance queues, paradoc

Criteria for the CQC inspection will be sent to members and to LHW.

- 7) **LAS Staffing Situation** – Latest report shows about 30 paramedics leaving each month and since January 1st 2015, 187 paramedics have been recruited. A full report will be available for the Forum meeting.
- 8) **CQUINS** - Commissioning for Quality and Innovation. Noted that the LAS commissioners had chosen the follow CQUINs for 2015-6
 - a) **Integrated Care: Improving reporting and use of patient information.**
(improved LAS reporting and usage of patient information e.g. SPNs /

Care plans (tbd as part of scoping exercise) across the year at CCG level.

b) Integrated Care: Promoting the use of ACPs

Renewed and improved focus on Appropriate Care Pathways (ACPs), including development, access and utilisation.

c) Sepsis Management

Improved management of patients with Sepsis via sepsis pathway, management toolkit. Provision of early warning system and clinical support. (Supports National Sepsis Requirement)

d) Development of Clinical Team Leaders

e) Improving MH care outcomes:

(Supports National MH Requirement)

f) Dementia & Delirium (National) [Supports National Dementia Requirement]

g) Improving response to frequently calling patients

h) Health Care Professionals Pilot

To improve triage and coordination of calls from HCPs and Primary Care.

(Supports UEC National Requirement)

i) Reducing unnecessary ED conveyance

(National Requirement)

9) Attendance at Forum Meetings

- a) Noted that Forum attendance was about 15 people at each meeting. Agreed that action should be taken to improve attendance. Over the past 6 months 30 members had attended meeting.
- b) Apart from Forum members, invitations are sent to Local Healthwatch and many community organisations.
- c) Agreed to survey members and supporters to find if and how they would like to Forum to develop and change the way it operates.
- d) Angela agreed to prepare a draft survey and will ask Natalie for advice in view of Natalie's research experience.

10) Forum Strategy and Priorities

Agreed to hold a special meeting of members to determine priorities for 2015-17

11) AGM, Annual Report and Elections

Agreed to hold the AGM in September 2015 subject to the availability of John Larkin, Company Secretary

12) Monthly Interactions List

Agreed to prepare a monthly list of EC member's involvement in LAS and other related meetings, articles, correspondence and interviews.

End