

**Minutes for AAAGP Committee Teleconference  
Friday 7 April 2pm**

- 1 Attendance**  
Grant Blashki, Dimity Pond, Mark Nelson, Jane Gunn, Debbie Mutton, Susan Wearne, Deborah Askew, Joachim Sturmberg
- 2 Apologies**  
John Campbell, Jon Emery
- 3 Minutes of Last Meeting**  
Accepted
- 4 Business Arising**  
None
- 5 General Business**
- 5.1 New Members**  
Danielle Mazza (Monash) was accepted into membership.
- 5.2 Membership Drive**  
A discussion was held about other ideas to increase our membership. Suggestions were as follows:  
a) Grant mentioned contacting the many psychologists who are involved in GP. We would need a list of names.  
b) During the Perth conference, get the registrar assisting on the booth to encourage delegates into membership  
c) Mention at the Plenary session and have forms available. New members can still go in the draw and have cut off end of Thurs of conference  
d) Promote AAAGP membership at local PHCRED meetings  
e) Email Nick Glasgow to have A3GP flyer in satchels for GPET conference. Also ask him to announce membership during conference.  
f) Have flyers available for registrar workshop in Brisbane 25 - 27 May. Jane to provide Debbie with contact name  
g) Jane doing workshops at PHCRED conference so could take flyers  
h) Melb Dept GP will have a stand at GPCE so provide flyers for this.  
**Action:** Debbie to mail out flyers to those who can distribute at relevant events. Debbie
- 5.3 Members Survey**  
**Action:** Jane to review Deb A's comments and rework survey. Jane
- 5.4 Perth Conference**
- 5.4.1 Distinguished papers – selection committee**  
Jane has been in contact with Andre and suggested he provide “dot points” for his talk so that abstracts can be selected based on these. The criteria for last year's selection will be used again this year. Mark, Jane and Deb A agreed to be the selection committee for this year. Mark, Jane, Deb A
- 5.4.2 A3GP Plenary**  
T/Cs will be arranged between Andre and authors of selected abstracts. Award for “Best First Time Presenter” will be awarded during this session and membership will be encouraged with application forms available.

- 5.4.3 **Booth**  
Gabrielle Reid, a registrar from WA, will be available to assist Debbie this year. All departments will be encouraged to provide material to display to promote their work/teaching/research.  
**Action:** Debbie to find out if there would be magazine stands available to display information from departments. Debbie
- 5.4.4 **Dinner**  
Transport to the venue was discussed and it was agreed to collect \$4 from all attending to cover cost of shuttle buses.
- 5.4.5 **Judging for First Time Presenters**  
The process will be refined this year to provide separate envelopes with judging forms for each judge. Members will be asked to add their name to judges list well before the conference to assist with organising.
- 5.4.6 **HODs Meeting**  
List of departments will be updated where necessary and invitations sent out for the meeting to be held on Wed 5 July at 12 midday. Lunch will be provided so RSVP is needed.  
**Action:** This agenda item to be included for next T/C. Debbie
- 5.5 **Newsletter**  
Running behind schedule due to busy workloads. Lead article to be written by Dimity with an education focus. Should be out by end of April.
- 5.6 **RACGP Conference**  
Deb A has a 3 hour timeslot for A3GP workshop. A discussion was held as to content for workshop. Deb provided the title of "Identifying Research Questions for Everyday Clinical Practice". It was suggested that the first 1 ½ session cover "How to identify the question" and the second session could then provide "Steps needed to put research question into a proposal". Deb requested a GP be available to assist with clinical issues.  
**Action:** Dimity volunteered to assist Deb as GP. Dimity
- 6 Other Business**
- 6.1 The committee expressed there sympathy to Debbie for her son Tim's medical condition and wished him a speedy recovery. Debbie thanked A3GP for the gift voucher that had been sent by Jane on the association's behalf.
- 6.2 The committee congratulated Jane for becoming the inaugural Prof of Primary Care Research.
- 6.3 Shane Thomas will take up position at Monash University in place of Jeff Richards.  
**Action:** Jane to email Shane and invite him to become a member of A3GP. Jane
- 7 Next meeting 19 May at 12 midday**
- 8 Meeting closed 3.05pm.**