

# MINUTES OF THE AAAGP COMMITTEE TELECONFERENCE

## HELD 17<sup>th</sup> MARCH 2009

1. **Attendance:** Sarah Dennis, Jon Emery, Richard Reed, Marie Pirotta, Deb Askew, Vicky Palmer, Joachim Sturmberg, Faline Howes & Kitty Novy.
2. **Apologies:** Dimity Pond & Marjan Klakovic
3. **The Minutes of the Last Meeting:** the minutes of the meeting held on the 17<sup>th</sup> February 2009 were accepted as an accurate record.
4. **Matters Arising:**
  - 4.1 **The A3GP name.** It was felt that we must also allow members the option of keeping the name as it is. Sarah has written a brief piece on the name change and will add the option of retaining the current name and something about the history of the Association, Kitty to put as an article the website .
  - 4.2 **Membership Application Form.** Kitty has organised a print run of fifty and these are now available.
  - 4.3 **The Secretariat Position.** Kitty questions whether the MYOB system is needed given relatively simple financial operations of the AAAGP.
  - 4.4 **Primary Health Care Discussion Document.** Final response is to be posted up on the AAAGP website, Kitty to deal with the posting this week.
  - 4.5 **Snapshot Selection Panel.** Marjan did attend the meeting but there is no report.
  - 4.6 **Academic Registrar Positions.** GPET have awarded the five recurring funding posts, Melbourne got one as did UWA but nobody knows who got the other three positions. These were inadequately advertised and wrongly gave the impression given that these had to be presented around a single project. Need to identify suitably qualified Registrars but the deadline is the 30<sup>th</sup> April. Need to find out who else has been given the funding for these posts though this will go on the web on the 23<sup>rd</sup> March. Kitty to write to all HoDs to highlight that if there are Registrars seeking an academic post, the deadline is now the 30<sup>th</sup> April 2009 whether applying for a recurring post or otherwise through the open round. Funding for PHCRED in primary care will not be decided until the middle of the year. The AAAP is to write to either the Minister or to Megan White expressing concerns.
5. **General Business:**
  - 5.1 **Membership.**
    - 5.11 **New Members.** Twelve new members.  
Vicky is still intending to canvass GPs in Victoria on behalf of the Association and will report back on this at the next meeting.
    - 5.12 **Departing Members.** Kitty got no response from her emails to the two departing members.
    - 5.13 **Finances.** \$7,000 has come in through new memberships and there is an investment fund of another \$7,000 which is earning 3% interest. Marie to contact Westpac to find out whether the current executive member can access it and whether it might be possible to earn a better rate of interest. Marie to report back on the AAAGP rolling investment fund at the next meeting.

## **5.2 Communications to President.**

**5.2.1 AAAGP** A letter was sent to UGPA and we are now awaiting their response.

## **5.3 Newsletter.**

**5.3.1** Jon has written his article summarising the AAAGP response to the Primary Care discussion document.

**5.3.2** Sarah will amend and complete the article on the proposed name change and we should allow for proxy votes on this matter, the proxy form to go out nearer the date of the meeting but must go out at least 21 days before the meeting.

It will include something about nominations for the Bridges-Web Medal and generally highlight the prizes offered at the Conference. Also need to advertise the AAAGP AGM.

**5.4 Website.** The financial problem has been resolved and David has been doing some work on the website.

## **5.5 GP & PHC Conference 15<sup>th</sup>-17<sup>th</sup> July in Melbourne.**

**5.5.1 Heads of Department Meeting.** Kitty advised that there will be more HoDs in Melbourne than in Perth but given the absence of Jon, Dimity and possibly Jane Gunn, we will need to give the meeting structure and nominate someone from the executive to chair the meeting.

**5.5.2 Venue for the Dinner.** A figure of \$100 a head for members, \$120 for non members was agreed. Need a guest speaker for the meal, usually one of the key note speakers. Frank Sullivan who might talk about the future of academic primary care research or Tikki Pang director of research policy at the W.H.O. and might talk about primary care in developing countries. We need to decide on this by the next meeting.

**5.5.3 The Bridges-Webb Medal.** Kitty reported that the criteria for nominations last year were: You have to be a current financial member, have made a significant contribution to the academic environment of general practice teaching and research and be likely to make further continuing contributions. A team of three or four judges from different departments will be required. Last year there were about three nominees. You cannot be nominated for this medal if you have already won the award. Ask for a CV from those shortlisted for the award. Deadline for nominations: 15<sup>th</sup> May. Notification of the selection criteria is to go in the newsletter and then with the nomination form.

**5.5.4 Distinguished Papers Selection.** The call for abstracts has now gone out to members and the 3<sup>rd</sup> April is the deadline for submission of abstracts. Abstracts will be sent on to Jon and Kitty and then distributed to executive members for marking. Will need two markers for each paper.

**5.5.5 Booth.** Kitty spoke with Ellen concerning this with a view to getting a prominent spot for the booth. We will need a roster covering times when an executive member should be in attendance at the booth.

## **6. Any Other Business** None

**Next Meeting:** 21-04-09 at 12 noon.

## **Assigned Actions Required**

**Kitty** is:

1. to post up Primary Care Policy Discussion Document on the AAAGP website this week.
2. to write to all HoDs to highlight that if there are Registrars seeking an academic post, the deadline is now the 30<sup>th</sup> April 2009 whether applying for a recurring post or otherwise through the open round.

**Maria** is:

1. to report back on the AAAGP rolling investment fund at the next meeting.

## **Unassigned Actions Required**

1. We need to decide on whom to approach to be our guest speaker at the Dinner, a decision on this needs to be taken at the next meeting.
2. We will need a roster covering times when an executive member should be in attendance at the booth.