

Minutes of AAAPC Committee Teleconference 11 May 2010 @ 12 midday (EST)

1. Attendance: Dimity Pond, Marjan Kljakovic, Ellen McIntyre, Sarah Dennis, Richard Reed, Kitty Novy

2. Apologies: Jon Emery, Marie Pirotta, Deb Askew, Moyez Jiwa, Faline Howes

3. Minutes of last meeting of the AAAPC: the minutes of 13 April 2010 were approved.

4. Business Arising:

4.1 The AAAPC flyer: Kitty had circulated a draft. The general consensus was approving. One suggestion was to replace the books with a computer with a screen showing the front page of the AAAPC website. Maybe something rural could be included. Kitty is to present a final draft to the June meeting.

Naming the AAAPC website: There is a problem with the website name as AAAPC is 'owned' by someone in America. One suggestion was: A3PC.asn.au

Kitty is to find out if this is possible.

4.2 The agenda for the next HoDs meeting. Suggestions were: Health Workforce Australia, Medicare, Placements, PHDs in general practice. Changes in the heads of departments were mentioned. Richard raised the need to circulate background papers, Kitty to request these when sending out the draft agenda. The May issue of the Australian Family Physician (AFP) has an article about PHDs from the NSCR point of view. Marjan to send Kitty a review he did on Research and Registrars.

4.3 A Discussion Forum: Report from Kitty on the process of upgrading the website. A chat room has been set up to provide a forum for discussion. Marjan has set up a page on Facebook which has about 25 followers. It may be necessary to set up a different mailing list for forum discussions. Would this require a separate server? Kitty is to enquire about the costs of setting up a second mailing list specifically as a discussion forum.

4.4 Finding a new Victorian representative and time of exec meetings. John cannot fit the time of the exec meetings into his schedule and so the AAAPC will just have to find a different member to represent Victoria. Kitty to attend to this.

5. The Newsletter: There were favourable comments on the April 2010 newsletter but some doubted that this was on the website, Kitty is to check this.

6. General Business

6.1 Membership

6.1.1 New members: 2 new members Simon French University of Melbourne NHMRC Research

Fellow and Louise Willis Policy Analyst GPC

6.2 Finances: \$19,000 and funds are still trickling in. There is a problem identifying some payments. Kitty is to send out an email to members reminding them to put an invoice number on. It may be possible to fix the form to avoid this problem, Kitty to speak with Vanessa to see if the problem can be fixed up.

7. The Darwin Conference

7.1 Conference news and developments: Over 200 are already registered. A more detailed program is up on the website now. All the AAAPC events have been factored in. Kitty is to check that all the AAAPC events have been included. The conference ends at Friday lunchtime but delegates may wish to remain for the remainder of the day or even the weekend.

7.2 The selection of the two distinguished papers – this has been done.

7.3 The AAAPC Dinner: As an after dinner speaker, Mark Nelson was suggested. Alternative speakers suggested included: the winner of CBW medal. This award has not yet been decided, as entries close 29 May 2010. Possibly someone local? Ellen is to ask Karen Piper to suggest someone who might be suitable. The MPGPE may have a cultural educator who could be persuaded to talk.

7.4 The Bridges-Webb Medal: This medal needs to be redesigned to take account of the name change. Kitty is to email Mark Nelson to enquire if the medal can be re-cast. Jon has asked for two other committee members to join him and Mark Nelson in the judging of the nominees.

7.5 The First Time Presenters Award: Ellen to email all presenters to ask if they wish to be considered for this award. Kitty will then compile all the first time presenters on a spread sheet. Then judges will need to be found.

7.6 The AGM: Jon has asked Kitty to canvass members and the committee for agenda items. None were suggested by the executive committee. Sarah, Faline Marjan, Marie, Richard, Ellen, and Deb are all happy to remain on the committee. Kitty is to email all other executive members to ask them to state whether or not they are able to remain on the committee.

7.7 Wednesday lunchtime session: It was agreed that the AAAPC discussion will be on the new government programs (eg capitation and diabetes care). Details will be decided nearer the time. Ellen will organise a room for this.

8. The next meeting: 15 June 2010

9. Other Business: None

ASSIGNED TASKS

Marjan is to:

- send Kitty a review he did on Research and Registrars so that it can be included in the background papers sent out for the HoDs meeting

Kitty is to:

- present a final draft of the AAAPC flyer to the June meeting

- find out if it is possible to have a website named: A3PC.asn.au
- send out a request for background papers when mailing the draft HoDs agenda
- enquire about the costs of setting up a second mailing list specifically as a discussion forum
- make enquiries to find a different member to represent Victoria on the executive committee
- speak with bank to see if the problem of un-attributed subscriptions can be fixed up. This could be costly
- check that the April 2010 newsletter was on the website as thought
- check that all the AAAPC events have been included on the conference program listed on the website
- email Mark Nelson to enquire if where the Bridges-Webb medals were made and if the medal can be re-cast to capture the name change
- compile all the first time presenters on a spread sheet so that judges can be organised
- email all non-declared executive members to ask them to state whether or not they are able to remain on the committee

Ellen is to:

- ask Karen Piper to suggest someone local who might be suitable as an after dinner speaker for the AAAPC dinner
- email all presenters to ask if they wish to be considered for the first time presenter's award and then email the list to Kitty
- organise a room for the AAAPC lunchtime session