

**Minutes of the Executive Committee of the AAAPC  
Held 17 December 2013  
11.30am**

1. Attending: Nick Zwar, Marie Pirotta, Dimity Pond, Ellen McIntyre, Danielle Mazza, Christina Hagger, Grant Russell, Kirsty Douglas, Liz Halcomb ,Julie Walters and Kitty Novy
2. Apologies: Louise Stone, and Michelle Guppy
3. Minutes of the last meeting, held 19 November 2013 were approved
4. Correspondence to the AAAPC, received since the last meeting
5. Business Arising:
  - 5.1. Lobbying of Federal Government – update. Date for meeting with Tom Fleming yet to be agreed. Nick will follow-up
  - 5.2. Draft letter to APHCRI Research Advisory Board. A letter to John Marley is ready to go, Nick to finalise it and send it off.
  - 5.3. Categorisation of APHCRI funding in Competitive Grants Register. This has not been resolved, Terry Finlay has acknowledged the AAAPC letter but no substantive response has been received. Nick to try and contact Terry by phone.
  - 5.4. The Northern Territory – still unrepresented on the AAAPC? Natasha is still looking The WA possible rep Alistair Vickery back in January
  - 5.5. Outcome of the assessment of application for the Travelling Fellowship- Grant, Louise and Ellen agreed that Irene Blackberry's application was successful and she has already written to express her pleasure at receiving the Fellowship.
6. The use 'go to meeting' rather than a teleconference for future executive committee meetings. Jane Gunn uses the 'go to meeting' at Melbourne Uni, it would cost about \$45 per month, and so it would result in savings of \$500 per year. The drawback is that all users need good internet reception otherwise they drop out. Kitty to ask Jane if it is OK for the AAAPC to use this for its February 2014 meeting
7. The Newsletter – the December 2013 edition. Michelle is about to approve the December edition, once done it will go out.
8. Finance
  - 6.1 New Members: none.
  - 6.2 The Balance Sheet: \$12,479.30. There are 5 members at the Queensland University

who are trying to get their University to pay and this is at a standoff at present. Marie suggested changing the membership from the calendar year to the financial year; she will put this in writing for the next meeting.

## 9. Other Business:

9.1 Medicare Locals review- The due date for submissions is 23 December 2013. Danielle advised that for the review, each Medicare local is required to complete a 3 page self assessment against a number of criteria. She mentioned two particular concerns: the AAAPC has not been asked to be a part of the review process; the involvement of Universities with Medicare Locals does not seem to be on the agenda. It was suggested that the AAAPC puts in a letter highlighting

- the importance of the development and sustenance of the relation between Medicare Locals and the Universities that are able to provide research and evaluation expertise and best practice models of care
- the responsibility of Medicare Locals to engage in workforce planning, integrally tied to the training of GPs and other professionals working in Primary Care
- providing support for the collection and analysis of data

In summary, the involvement of Universities should be a critical KPI in assessing the performance of Medicare locals. The AAAPC is supportive of Medicare Locals. Danielle to draft a letter, to be circulated for comment and Nick will do the final version.

9.3 The New Zealand working group: Need to chase up Felicity for the New Zealand feedback, then it will be necessary to canvass the membership. Kitty to draft a letter to Felicity and send the draft to Nick.

9.2 The PHCRED strategy review. The plan was to have a meeting of the Executive with Robyn Consadine in the New Year; no date has been set as yet. This item to go on the agenda for next meeting and Nick to contact Robyn in advance to try and agree on possible dates. The membership will need to be canvassed on their views, prior to the meeting. If a list of dot points is sent out to members then suggestions could be sought. Nick to develop a dot point list and try to circulate this prior to the next meeting.

10. **Next Meeting:** 18 February 2014