

Meeting Notes 25 July 2019

Health Professionals Classification Review		
Attendance		
CHS: Steve Linton (Chair), Trevor Melksham (Secretariat) ACTHD: Maria Manton, Helen Matthews Unions: Dale Beasley (PA) / Julie Gordon (HSU) / Nick Coady (CPSU) Calvary: Mohsin Rahim		
Apologies		
Kerry Boyd, Josh Howarth, Sean McDonnell		
Meeting Notes from previous meeting		
The Meeting notes were accepted with amendments to 'Order of Review' dot points 2,3 and 4.		
Actions arising from previous meeting		Status
1	Circulate list of health professions	Sent 20 June
2	Amend terms of reference as agreed	Draft circulated 18 July
3	Establish sub-committees for Perfusionists, Pharmacists and Medical Imaging	Ongoing, pending Project Manager appointment
4	Develop methodology	To be tabled at this meeting
5	Draft employee update	Will occur following approval of SSEA
6	Provide update on progress of service wide review	Verbal update to be provided
Agenda Items		
<u>Preliminary</u>		
The list of Health Professionals required further updating. Helen Matthews referred to her previous email (Trevor to check) and Dale Beasley said that 'Bio-medical Engineer' had been omitted.		
<u>Terms of Reference</u>		
<ul style="list-style-type: none"> Amend 'Role and Function' to replicate the terms of the EA (Annex E). 		
<u>Sub-committees</u>		
<ul style="list-style-type: none"> Sub-committees will be established for the professions named in the EA. Unions will consider who their representatives will be. Initial professions will be consistent with Annex E, subclauses 4 a, b and c. 		
<u>Methodology</u>		
<ul style="list-style-type: none"> CHS tabled a draft project methodology with updated timeframes for each phase. As this was the first time that JWP members had seen the draft, it was agreed that feedback would be provided, and a revised document prepared for the next meeting. The HSU, supported by other unions, noted that the intention in the EA was for the JWP to be the driving force. The draft will be revised accordingly. 		

Other Business
<p><u>Service-wide review</u></p> <ul style="list-style-type: none"> • CMTEDD is completing preparations to advertise for a person to conduct the review. <p><u>CHS Project Manager recruitment</u></p> <ul style="list-style-type: none"> • CHS reported that the results of the application process for the SOG B position was disappointing and there were no suitable candidates. CHS will monitor the CMTEDD process to determine the suitability of their candidates. • The JWP agreed that preliminary work would continue pending the appointment of a project manager.
Next Meeting
29 August 2019, 10-11am; TCH B23 MR 1.02

Actions arising – 25 July 2019			Timeframe
1	Update list of professions	P&C	For next meeting
2	Amend Terms of reference	Unions	For next meeting
3	Unions to consider their representatives on sub-committees	P&C	For next meeting
4	Amend Methodology	P&C	For next meeting

Adopted 29 August 2019