

Healthwatch Greenwich Ltd

– PART 1 – FOR PUBLICATION

Board Meeting Minutes

1/04/20	7pm to 8pm	Conference Call
Chair	Lynne Gilchrist (LG)	
Present	Directors: Lynne Gilchrist (LG) – Board Member David Thompson (DT) – Board Member Dmytro Chupryna (DC) – Board Member Lola Kehinde (LK) - Board Member Karen Wint (KW) - Board Member	
In attendance	Joy Beishon (JB) – Chief Executive	
Apologies	Amanda Adegboya (AA) – Board Member	

Update

Minutes of previous meeting:

- Agreed.

Matters arising:

- Website – contract to be continued for a further year.
- Rental costs reduced – HWG office moving within same building to a smaller room.
- Board agreed shift in focus during current Covid19 crisis to identifying digital methods to engage with patients and service users, how services respond to crisis and lessons learned as well as supporting local community efforts where we can.
- Estimate of reserves in Finance report

CEO report

JB talked through the report:

- Following Govt guidelines, all f2f outreach and engagement activity stopped. All enter and view visits postponed. Cancellation or postponement of all CCG and RBG meetings.
- HWG supporting local Mutual Aid groups.
- Meeting with Sarah McClinton, Director Health and Adult Services

Finance report

- Finance report not discussed.

Risk report

- Risk report not discussed.

AOB

- Staff update.

Actions:	Person responsible:
<ul style="list-style-type: none"> • Board awayday – postponed to late June • Board meeting - doodle poll • Website service agreement • Letter from HWE on shift in priorities • Proactive proposal • Board performance and skills audit – to discuss • Ethnicity screening research • Project outlines to be shared • Divide/allocate reserves in to restricted and unrestricted • Staff discussion 	<ul style="list-style-type: none"> • JB • JB • JB & DC • JB & LG • JB • LG • KW • JB • JB • LG, JB and external rep
Next meeting	
<p>Board meeting: Date: tbc Time: Venue:</p>	
<p>Agreed as correct by Board: Y</p>	
<p>Signed (Chair): Lynne Gilchrist</p>	