**Minutes of the HGPA Management Committee meeting**

**held at Charlestown on 24 February, 2016**

**Present**

Steven De Lyall, Lee Fong, John Goswell, Megan Hamilton, Marie-Ann Hoskings, Fiona van Leeuwen, Colin Pearce, David Smith, Michael Swanson, Richard Terry

**Ongoing activities**

* The poster addressing the Medicare rebate freeze will be printed and distributed to surgeries. A printable PDF version will be made available on our website (Richard).
* A letter to relevant bodies describing the extent to which the current HNELHD discharge is an unsafe form of clinical handover will be prepared (Richard and Lee).
* Further progress has been achieved in making contact with like-minded GP associations nationally (John).
* It was decided that the incorporation of the Association should proceed. To this end a solicitor will be engaged to obtain a definitive opinion as to the risks and benefits involved, and a quotation for the establishment costs (Lee) and an accountant will be engaged to obtain a quotation for the annual maintenance obligations and costs (Colin).
* A draft of the letter to HNELHD regarding problems with OPD clinics will be circulated for final comments prior to being sent (David).
* Fiona has been appointed to the HNELHD Clinical Council, and to the PHN Clinical Council. Other appointments to the PHN Clinical Council have yet to be announced.

**New business**

* There was a discussion about the optimal size of the Management Committee and the necessary skills of its members. It was agreed that a membership of no more than 12 was desirable, and that 2 more members would be sought.
* Agreement was reached that advocacy is the primary role of the Association and the following policy was adopted. It follows:

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| The HGPA’s primary functions are the promotion of general practice within the health system of the Hunter, and advocacy in support of GPs when their management of patients is threatened, or when their working conditions are compromised. |

* A spirited and useful discussion followed regarding the processes that advocacy activity should follow. It was decided that a monthly review of all advocacy activities will be posted, and views regarding priorities will be sought from members.

**Next meeting**

The next meeting will be held on Wednesday 23 March, at 6:45pm, at Steve’s surgery.