**Minutes of the BAME Network Group**

**Minutes of Meeting**

**Held on: Tuesday 12thSeptember 2017 at 11**

**At: Tutorial Room Kent and Canterbury Hospital**

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| **Members Present** |  |  |
| Chinekwu Davies | CD | Consultant Anaesthetist (Chair) |
| Jaz Mallan | JM | Head of Strategic Resourcing |
| Modupe Dosunmu | MD | Project Manager |
| Ferenc Inkovics, | FI | CRS Team Manager |
| Bruce Campion Smith | BCS | Head of Diversity and Inclusion |
| Brenda Asante | BA | Clinical Photography |
| Rodcardo Mora- Rodriguez | RMR | Strategic Development |
| Stella Adegoke | SA | Eye Clinic |
| Susan Abbott | SA1 | Diversity and Inclusion Officer |

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| **Apologies** |  |  |
| Yvonne Davies, | YD | Ward Manager ICU (Deputy Chair) |
| Odunlami Olasumbo, | OO | Ophthalmic Nurse |
| Madathi Parambil | MP | Office Manager, |

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| 1 | **Chairs Welcome**  The Chair welcomed members to the meeting |  |
| 2 | **Apologies for Absence**  Yvonne Davies,  Odunlami Olasumbo  Madathi Parambil |  |
| 3 | **Declaration of Interests**  There were no declarations of interest. |  |
| 4 | **Minutes of Meeting 6 March 2017.**  The minutes of 8 August 2017 were read and approved.  Outstanding actions carried forward: |  |
|  | Agenda Items |  |
| 5 | **Twitter account, who’s twittering?**  It was agreed that SA1 would put out a Tweet about the BAME AGM but it was everyone’s responsibility to start twittering and they could respond to SA1 first tweet. |  |
| 6 | **Pin Stickers/ Postcards update**  Pins will be ready for the AGM and have been paid for out of the Diversity and Inclusion budget.  It has been agreed not to print the postcards at this time due to the lack of finance |  |
| 7 | **Anchors members of staff agreed to become anchors, can they be used to promote the upcoming conference,** It was suggested we recruit Anchors at the AGM |  |
| 8 | **Are we sending links to Ference**  FI demonstrated the new Bame web page showing us the links and useful downloads FI is hoping that this page will go live before the end of the week. The page needs additional details i.e. the details of the AGM. MD suggested more photos to make the BAME page more interesting an easy read. CD suggested that we also had photos on the site of staff in their uniforms and staff photos with a couple of lines about each person CD also asked all of us to feedback to FI what we thought of the site when we see it for the first time..  **ACTIONS;** **all to send photos\a couple of written lines and things of interest to FI, before 3 October. All to send FI feedback of the live Website** |  |

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| 9 | **Any volunteers to become mentors?** Was suggested that we scout for mentors at the AGM.  **Actions; CD to write a job description for mentors. SA1 o produce a visual board for the AGM about mentoring and enrolment slips.** |  |
| 10 | **AGM; 13th Oct**  CD requested that an A4 flyer be made up to advertise the AGM by the end of the week as time is running out. The poster should have the AGM date meeting place, workshops CPD points and needs to say that BAME is supported by Matthew Kershaw CEO and Chief Nurse Sally Smith CD has spoken to managers to urge them to allow their staff to come to the AGM.  CD has supplied two speakers for the AGM one is “we are stripes” **STRIPES** is a **U.K. based initiative** whose purpose is to create **opportunities** for BAME entry into the Creative industry and **supporting** current BAME individuals in the industry with career progression. The network consisting of mentors, individuals and organisations from all parts of the creative industry. The second speaker IS Dr Vivian Lyfar.  . A discussion followed and several members made significant contributions on the speakers for the occasion.  CD called for a vote which was carried unanimously against having Dr Lyfar as a guest speaker at the AGM.  **Action**  **MD and BA to produce A4 flyers**  **CD to email SS to request that she emails all managers urge them to encourage and allow staff to come to the BAME AGM**  **CD to mail governors\managers to request they also support the AGM** |  |
| 11 | **SS to send invites to BAME staff re 13th of October.**  **Action CD to email SS to ask her to do this** |  |
| 12 | **Workshop for AGM**  It was agreed to redo the running order of the day and identify the workshops;  BAME AGM  Programme 13th October 2017  9- 9:30 AM registration and refreshments  9.30 AM Chi Davies to Welcome delegates\housekeeping  9:35 AM Matthew Kershaw opening speech  10.00 AM Bruce Campion Smith, the WRES  11.00 AM coffee  11:20 AM We Are Stripes  12.30 Lunch  1:15 PM workshops  Advancing at work and job prospects, overcoming the barriers  facilitator Jaz Mallan  Challenging discrimination and micro-aggression  facilitator Yvonne Davies  WRES Workshop  facilitator Bruce Campion Smith  2:15 PM feedback from workshops  3.00 PM BAME development. Ratification of Terms of reference / Election of future officers.  facilitator Chi Davies  4.00 PM closing speech by Bruce Campion Smith  4:10 PM coffee and close of day networking  4.30 PM End of Day |  |
| 13 | **Is anyone using the Tele/Video link**  It was agreed that we should review the situation at the end of the year. |  |
| 14 | **AOB**  SA1 presented funding request for the AGM, to go to the D&I Steering Group. it was suggested that we also request funding for the pins and postcards as well as a budget for BAME . It was agreed we ask for 10k  CD mentioned that there is an additional code for this kind of finance that she will look into.  **Action CD to identify code .** |  |

**Next Meeting Date:**

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| 3rd October | 9.30-12pm | KCH  Conference room | QEQM  Endoscopy Seminar Room | WHH  **NONE AVALABLE** |