



## Minutes of the PHAA QLD Branch Meeting



Held in the Prof John McCaffrey Room at Cancer Council Queensland  
553 Gregory Terrace, Fortitude Valley  
Monday 23 April 2012

<u>Attendance</u>	<u>Apologies</u>
Danette Langbecker	Dr Peter Anderson
Shannon Dias	Dr Sara Gollschewski
Robyn Mobbs	Tania Patrao
Kyoko Miura	Prof Richard Franklin
Carmen Blatchly	Jillian Scholes
Letitia Del Fabbro (teleconference)	Sian Cosgrove
Shalomie Kiruba (teleconference)	Dr Jenny Kelly
Andra De Witt	Creina Mitchel
	Paul Gardiner
	Dr Kerriane Watt
	Gaery Barbery

### \*Welcome

- Meeting commenced at 4:40pm
- Carmen has commenced a new job opportunity that requires different hours and is unable to uphold her commitment as secretary for the PHAA-Q Executive Committee. She has decided to stand down from the position. She is wishing to remain involved with PHAA-Q in some capacity to the best of her ability.

**ACTION POINT 1:** If there is a member that would like to take on the role as secretary even until the AGM where the position can be elected, please contact Carmen via email [carmen.phaa.qld@gmail.com](mailto:carmen.phaa.qld@gmail.com) and the role and responsibilities will be discussed. If a secretary is not able to be obtained, the committee discussed the option of a different committee member each month taking on the role.

### \*Updates from 2012 Strategic Plan Update sub-committees

#### **Professional Development**

- The Professional Development workshop presentation entitled Focus Groups in the Real World, that was held on Tuesday 3<sup>rd</sup> April 2012 received 47 RSVPs and 39 attendees. The feedback was that the event was well received. Tania and Peter were not able to attend the meeting to provide full update and report however, they will be able to give an overview at next meeting about using qualitative methods to evaluate the success. The event did get recorded by Cancer Council and this will be disseminated when available.
- It was agreed that the event was over-catered with not much being eaten. This could be due to the presentation being held around dinner time. For the next presentation, platters of cheeses and dips and finger foods will be arranged.
- The Social Determinants of Health Seminar is being arranged. Guest speakers will be Prof Jake Najman and Prof Gavin Turrell.

**ACTION POINT 2:** Peter and Shannon will send the flyer through to Carmen when it is ready for dissemination to all PHAA-Q members.

- It is still to be discussed on if it will be recorded and how so. Discussed cost structure as being free for members and a charge for non-members.
- Discussed length of presentations approx. 45 minutes.

**ACTION POINT 3:** Shannon to email summary to Carmen about previous focus group details.

- Suggestion of possible Q&A session of approx 30 minutes afterwards.
- Rhonda, our guest speaker, to be provided with a gift of thanks for her contribution.
- Tania liaising with Adrian Barnett regarding 'R' statistical software. This will be useful for members to have information on software. Tania will be able to provide more details when she is at the next meeting.
- Discussed prices and locations. May be able to be held at health clinics building at QUT and would be at a more cost-effective price. The following professional development workshop is going to be held in June. Details to be confirmed on cost and date. Looking into video streaming or teleconferencing. The social determinants presentation is the main priority at present with the flyer distribution imperative.
- Attendees possibly from Griffith, PHAA members, students, Cancer Council, Menzies, PHD UQ students.
- Evaluation of next presentation to be looked into further

### **Communication**

- Letitia mentioned the need to be aware of protocols around non-profit social media such as blog/Facebook.
- Carmen to forward communication emails to Letitia for those interested in helping with Facebook to gauge feedback on who would be interested
- Robyn happy to liaise with UQ. Discussion about Nvivo training as UQ keen. Robyn and Letitia are discussing this and when Sara returns from leave this will be readdressed

**ACTION POINT 4:** Carmen to email Letita with the names of those interested in being involved with Facebook.

### **Advocacy**

- Noted that things have been quite over the last month and Jillian away and Danette busy with work. Danette mentioned possibility of Michael from head office speaking at advocacy workshop but need to liaise with professional development group regarding this.
- With the current change in government, letter writing regarding abortion advocacy will still remain a priority

### \* National Perspectives Discussion Update

- Postponed for this meeting as Dr Peter Anderson away. To be discussed at next meeting.

\*Correspondence

- Scholarship applications were sent in. 3 in total. Danette is sending to Peter to review and they both will decide upon winner.
- In regard to the Konrad Jamrozik PHAA-Q sponsorship, the state branches are keen but the conference committee still has not confirmed and this will be clarified.
- Carmen went to the State Library with John O'Brien regarding the Elkington Orations. These will now be sent through quarantine and sorted accordingly to what the Library would like to keep. The committee will be emailed when the remaining documents are left and the decision can be made on what is to be done with them.

\*Next Meeting

Next meeting on Monday 21 May 2012 at 5:00pm.

\*Close

Meeting closed at 5:20pm