

Resilient Health Care Society

Minutes of 10th Executive Committee meeting

Thursday 28 April 2022, 12:00 – 13:00 CEST

The purpose of this meeting was to organise review of abstracts and continue planning for the summer meeting in August.

Attendees: Mary Patterson, Axel Ros, Jeffrey Braithwaite, Kazue Nakajima, Siri Wiig, Robyn Clay-Williams. *Apology:* Erik Hollnagel

Minutes as follows:

1. Approval of previous minutes

Acceptance of minutes proposed by Kazue, seconded by Siri, and approved by all.

2. Update

Website

The website is up and running and going well.

Actions: Kazue will post a link to the RHCS2021 presentations, once Mary/Axel upload them to YouTube (see under YouTube channel for details). She will also upload the process for becoming a member of the society (see under New Members for details).

YouTube channel

The YouTube channel has been set up by Mary, and she has contacted all presenters to request permission to upload their RHCS2021 presentations. Some are yet to reply, but the only person to decline so far has been Alistair Ross, who had some concerns about the audio quality.

Actions: Mary will reach out individually to those who have not yet responded. Axel has the videos (which are large), and will upload them once presenter approvals have been obtained.

Webinars

The webinar presented by Jo Wailing/Carl Horsley's team was delivered on 26 April and was well-received.

Action: A copy will be uploaded to the YouTube channel by Mary, for those who missed it.

3. New Members

No new applications, but Robyn fielded a number of enquiries about how to become a member. She suggested to potential members that they may wish to wait until the Meeting, but Kazue will upload details on how to apply for those who are uncertain of the process and would like to apply sooner.

4. Budget discussion

No updates, but the group agreed to discuss ideas on what to do with the money at the next ExCom meeting. Ideas included potential prizes, or subsidizing fees – any suggestions will need to be presented at the General Assembly for ratification.

5. 2022 Summer Meeting and General Assembly planning

Update on abstracts/registrations

39 abstracts have been submitted, which is a strong showing. Registrations are slow, with some potential attendees concerned about COVID/Ukraine and wanting to ‘wait see’ a little longer before deciding. The ExCom expressed a strong preference for a face to face meeting with whoever is able to attend but, for those who are unable to travel, the final portion of the meeting could be recorded and uploaded to YouTube and a webinar could be arranged for shortly after the Meeting to allow those who were unable to attend to present.

Program outline

It was agreed that the program should consist of mostly presentations, with space for posters/lightning talks to accommodate as many presentations as possible that are reviewed as appropriate for the Meeting. Axel will produce a program outline, but offered an example consisting of 27 presentations and 12 posters/2 minute talks, in the event all submitted abstracts are included.

Abstract review process

It was agreed that the ExCom would review abstracts in pairs, with a third reviewer to adjudicate if needed. Reviewers will need to make recommendations on whether to accept/not accept, whether a presentation/poster+short oral, and the main theme of the abstract (to assist in assembling the program). Reviews will need to be completed within a week, to enable presenters to be notified by 13 May.

Other planning

Robyn requested that Meeting invoices be emailed rather than sent via the post, due to long delivery times at the moment for some countries (e.g. Australia).
Post-Meeting site visit. Axel is exploring whether there is sufficient interest to arrange a post-Meeting site visit to a local hospital. An initial email has been sent to RHCS members to ascertain level of interest, and a follow-up will be sent soon.

6. AoB. Nil

7. Next Meeting

Two meetings will be needed between now and the General Assembly. One around June to co-design the Summer Meeting program, and set up the Agenda for the General Assembly. A second meeting will be needed around one week before the Summer Meeting to finalise any outstanding issues.

For future Summer Meetings, it was proposed that the USA (Mary to host) be considered for 2023, and Norway (Siri to host) in 2024.

Action: Mary will distribute a Doodle Poll to decide dates.