

**MINUTES OF OPA-SPLASH COMMITTEE MEETING 19th August 2015**

**QUEEN ALEXANDRA HOSPITAL, MACMILLAN CENTRE**

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| **Present** | Lorraine Sutton (LS) – Clinical Support  Mike Cotton – Chair  Phil Coverdale (PC) – Treasurer  Pam Bonshor (PB) - Secretary  Wendy Adams (WA)  Mel Willis (MW)  James Sweeney (JS) |  |
| **Apologies** | Simone Harris – Clinical Support  Cliff Humphreys  Maggie Nichol  Paul Chivers |  |

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| **Item**  **(a)** | **Discussion**  **(b)** | **Action with**  **(c)** |
| 1. Minutes of last meeting | The Minutes of the last committee meeting held on 13th May where reviewed and held to be a true record of the meeting. |  |
| 2. Display Board | Laminated display board advertising OPA-SPLASH has been produced, Pam to make this bigger so numbers and dates are also A4 in size. | PB |
| 3. Feedback | Feedback from the OPA-SPLASH group meeting held on 13th June 2015 was discussed, the meeting was deemed to be one of the most successful to date. Topics members wish to be covered at future meetings included anger management, PPI Insurance, Hyperglycemia and travel insurance. The date for the next group meeting is Saturday 19th September. |  |
| 4. OG Pathway Meeting | Target sessions for consultants is to be highlighted at the next OG Pathway Meeting along with the possibility of genetics testing for the offspring of those diagnosed with Oesophageal Cancer. | LS |
| 5. Agenda for next group meeting | The Agenda for the next group meeting to be held on 19th September was decided as follows:   1. 10:00 – 10:15 Welcome (Lorraine) 2. 10:15 – 10:45 Group Sessions Patients/Carers - Psychologists 3. 10:45 – 11:15 Coffee Break 4. 11:15 – 11:45 Return to Group Sessions 5. 11:45 – 12:00 Feedback, Raffle & Goodbye (Phil)   Pam to produce agenda on Powerpoint  Phil to print copies for distribution on the day | PB  PC |
| 6. AGM | It was decided that the December committee meeting would be an AGM, accounting details will be produced for members. | PC |
| 7. Group for Gastric Cancer Patients | It was decided that as some members of OPA-SPLASH had experienced Gastric cancer and not cancer of the Oesophagus, consideration to them should be given in future meetings with a separate group for them in group sessions so they can share their own experiences. | All |
| 8. Feedback Form | The feedback form is to be updated; a question will be added asking members if they would like to be a ‘Buddy.’ This will involve potentially providing support to those newly diagnosed and facing surgery. These members will have to consent to their contact details being issued to newly diagnosed patients. | PC/PB |
| 9. Invitation Letters | Invitations for the next group meeting will be sent to members on the current database; however there is a possibility that we can access the OPA database to contact patients who have been in the system longer to see if they would also like to attend meetings. Phil is looking into this with the OPA. | PC |
| 10. Parking | Lorraine will speak to security about parking for group meetings to see if we can issue permits to members attending meetings. | LS |
| 11. Ref LUX Leaflets | Ref LUX leaflets will be offered to members again at the next group meeting, and they will be asked if they would be happy to hand these into local chemists etc. to spread awareness of Oesophageal Cancer. Phil will provide these at the meeting. | PC |
| 12. Raffle | Wendy will make a chocolate cake for the next group meeting on 19th September. Various other raffle prizes will also be displayed. | WA/All |
| 13. Date of next OPA-SPLASH committee meeting | The date of the next committee meeting is Weds 11th November at 14:00. |  |