

## Yorkshire Society Obstetric Anaesthetists Committee Meeting

<b>Date / Time</b>	Tue 17th April 2018	19:00 hours
<b>Venue</b>	GoToMeeting	
<b>Chair</b>	Dr. Makani Purva	
<b>Notes / Action Points</b>	Wayne Sheedy	
<b>Attendance</b>	Dr. Makani Purva	
	Mr Wayne Sheedy	
	Dr Aseem Tufchi	
	Dr Louise Savic	
	Dr Sarah Radbourne	
	Dr Sue Smith	
<b>Apologies</b>	Dr Anju Raina	
	Dr Amanda Vipond	
	Dr Martin Diacon	
	Dr Kay Robins	
	Dr Clare Smith	

Agenda No	Item	Action	Responsible	Due Date
1	<p><b><u>Minutes of the last Meeting (17/10/17)</u></b></p> <p>Accepted</p>			
2	<p><b><u>ASM, Clayton Hotel, Leeds, Tuesday 24 April 2018</u></b></p> <p><b>Sponsor Update</b></p> <p>WS indicated 5 sponsors are confirmed (Abbvie, Pajunk, Haemonetics, Smith &amp; Nephew and Vygon. All invoices have been issued and information emailed to sponsors. CMEMedical expressed an interest but to date have not confirmed.</p> <p><b>Delegate Number Update</b></p> <p>WS reported to date we have 72 confirmed delegates (38 Consultant, 27 Registrar and 7 Midwives) We also have 5 sponsors, 9 speakers, patient speaker and partner and 6 Faculty so total attendees is <b>92</b></p> <p><b>Hotel Information (layout, lunch etc)</b></p> <p>WS stated that we will only have use of the restaurant for lunch, so we have to site poosters, sponsors and coffee in the main meeting room which is big enough. Lunch will be hot with a choice of mains and served in the Restaurant.</p> <p><b>Speaker Update and Programme</b></p> <p>LS will chase up all speakers for confirmation and ask to forweard their presentations prior to the meeting. It was decided the session chairs would be:</p> <ol style="list-style-type: none"> <li>1. Sarah Radbourne</li> <li>2. Kay Robins</li> <li>3. Louise Savic</li> <li>4. Aseem Tufchi</li> </ol> <p>Louise and Purva will open and close the meeting</p>	<p>WS Chase CME Medical</p> <p>WS to continue to update LS and MP</p>	<p>WS</p> <p>WS</p>	<p><b>23/04/18</b></p> <p><b>23/04/18</b></p>

	<p><b>Hotel Room requirements</b></p> <p>Only rooms currently booked on Monday 23 April 18 for R Collis and W Sheedy. WS to be informed asap if others needed</p> <p><b>Abstracts (poster\Oral decision)</b></p> <p>LS has made decision on the 3 oral presentation and 3 posters. WS has informed all the delegates presenting with information on what is required. One Oral speaker is wavering but will be contacted by LS.</p> <p>LS and AR will judge Posters and possibly David Levy and another re the oral presentations.</p> <p>Prizes (cheque oral £100, cheque Poster £50)</p> <p>MP stated difficulty in obtaining Abstract submission may be due to lack of YSOA trainee.</p>			
3	<p><b><u>YSOA Newsletter, date of next edition, content</u></b></p> <p>Next edition will be May\June after ASM. MP will identify trainee to write up ASM 18. WS and KR to work up content for next edition</p>	LS to arrange judges for Oral presentations	LS	24/04/18
4	<p><b><u>New website Design – comment</u></b></p> <p>WS asked for any comments, it was agreed to proceed with work and designs with committee oversight and negotiation on price.</p>	MP identify trainee to write up ASM 18 WS and KR begin to gather content	MP WS\KR	30/05/18
5	<p><b><u>AOB</u></b></p> <p>Faculty should arrive at Clayton around 7.30-8am for ASSM 18</p> <p>It was agreed Patient speaker and partner can stay for lunch</p> <p>LS to arrange dinner for those interested post ASM 18 at Bibis for 7pm. Please confirm attendance with LS</p> <p>WS will collect Podcast kit from J innes</p> <p>WS had to renew GoToMeeting subscription to 17/4/19 £172.90</p> <p><b>Next GoToMeeting tbc</b></p>	WS to contact Sabiz and instruct to start work and negotiate price, also ask for timescale	WS	29/09/18
		LS arrange venue and booking	ALL	24/04/18
		WS collect kit	WS	23/04/18
				21/04/18

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