

# HEOPS

Higher Education Occupational Physicians / Practitioners

## HEOPS EXECUTIVE COMMITTEE MEETING Teams Meeting 12<sup>th</sup> September 2024 at 14:30 Minutes

1. Apologies – Christina Bond
2. Present – Gary; Ali; Max; Janet; Neil; Hazel, Philippa
3. Minutes July 2024 HEOPS meeting - accepted

### Actions arising:

4. Finance – Update given during AGM
5. Update on HEOPS Guidance – given at AGM
6. Meeting schedule:

In person Conference, UCL to host during 2025 – Wed or Thurs, 10 – 2 to 3pm end. MH to identify date end June/early July. HEOPS Meeting with dinner the evening before. AGM to be held.

Suggested Topics: Neurodiversity; Mental Health (Eating Disorders Anne-Marie O'Donnell); Panel; Legal Session (Mark Landon – FOM)

Online Webinar – early in the year (Diana Kloss?) – March time

Online meeting to launch the revised Guidance – date to be agreed (but precede Diana's webinar)

7. New Board members – Discussion re: Northern Ireland Representative possible or someone who has nominated themselves. Agreed better to have a volunteer than co-opt a member. Board agreed to invite Abi Wren to the Board.
8. AOB – HB introduced herself to the Board members

Ali left the meeting

Action – AH to send the 'flu paper for publication

Discussion re: AH continuing Chair – preferred contact mechanism – to be discussed in full in an **additional meeting – 15<sup>th</sup> October at 13:30.**

**Date and time of Next meeting:** October 24<sup>th</sup> 2024 at 4pm