

HEOPs Board Meeting Minutes

Date: September 17, 2025

Time: 4:01 PM

Duration: 55 minutes

Apologies

Gary Malcolm

Hazel Bookham

Attendees

- Janet McGettigan
- Christina Bond
- Hill, Max
- Coutinho, Neil
- HASHTROUDI, Aliasad (Guy's and St Thomas' NHS Foundation Trust)
- Abi Wren

Agenda Items

- Finance update
- Review of action items from previous meeting
- Planning for upcoming conference
- Fitness guidance update
- Discussion on potential speakers and topics
- Conference logistics and sponsorship
- Forum moderation and marketing posts
- Next meeting scheduling

Key Discussion Points

- No financial transactions since the last statement.
- Review of action items from previous meeting, including conference planning responsibilities.
- Discussion on potential speakers: Diana Kloss, Anne Marie O'Donnell, Dr. Hannah Sayed.
- Conference theme suggestions: neurodiversity, mental health, eating disorders.
- Ali provided updates on fitness guidance and stakeholder engagement.
- Consideration of conference logistics including catering, sponsorship, and cost per attendee.
- Forum moderation regarding marketing posts and survey responses.

Decisions Made

- Conference likely to be held during reading week in February.
- Theme of the conference to focus on fitness guidance and mental health.
- Potential speakers identified and will be contacted for availability.
- Cost of conference to be calculated and shared via email.
- Next meeting scheduled for November 6, 2025 at 4:00 PM.

Action Items

- Max and Neil to sketch out a programme for the conference and share with the group.
- Ali to contact potential speakers including Diana Kloss and Anne Marie O'Donnell.
- Max to confirm venue and catering options.
- Group to finalize cost and sponsorship decisions via email.
- Christina to set up the next meeting and confirm availability.

Next Meeting Date

Scheduled for November 6, 2025 at 4:00 PM.