



Central Improving mind

Minutes of Meeting

19th January 2023 12.00pm Graham Street/Zoom

Apologies: SR

Present: MZ MA AN JB MH (chair)

Minutes: MB

Previous Meeting Minutes:

Agreed with some minor corrections.

The minutes are put on the Birmingham Mind website after final approval from the group.

Action Sheet:

Regarding building improvements, we will ask consultants to talk to the group. Ongoing.

Matters Arising:

No matters arising

Organisational Update:

JB discussed his imminent retirement and recruitment for his role is now live. JB and Helen Wadley would like members of CIM to be involved in the recruitment process for the new Director of Operations. The process will have Helen and the Trustees interview the first round of candidates and the CIM would be involved in interviewing the 2nd shortlisted candidates. AN will be involved in the process. The group are all enthusiastic about being involved in this.

There will be a handover of roles and part of that process will involve meeting the group.

The group would be asked to compose a select series of questions for the candidates. JB asked the group to think of questions to submit to the next meeting. **ALL**



We have appointed a new Health and Safety officer, Nicholas. This is a new role and it is hoped that Nicholas will meet with CIM.

Peer Mentoring is being led by Danielle Murinas and the job role is going out on Monday. There are a number of peer mentoring roles available, with some roles in the intensive community project.

We are looking into service users being involved in the recruitment also.

We have been recommended for 5 National Mind Excellence Awards and JB was pleased to announce that we won 2 which are Finance and Influence and Participation. JB commended the hard work done by CIM over the last 3 years and the award is a well-deserved testament to the work done. MH added that it was a collaboration between staff and service users and she is proud to be part of CIM and Birmingham Mind. MH noted that Birmingham Minds' reputation is highly spoken of all around Birmingham.

The Intensive Community Rehab service which is a similar service to Rookery Gardens will have a soft launch in February. JB invited the group to see the offices and meet the staff once the service has been launched.

MA was involved in the interview process which went well and was enjoyable – from the interviews, 7 people have accepted roles. A deputy manager has been recruited and we are also recruiting for supporting roles.

The VAS (vulnerable adult service) is fully functioning in its new form.

The Primary Care Navigators, led by Matt are also working well.

The group discussed volunteering and it was noted it can be difficult to contact the Volunteer coordinators. AN has tried to invite the coordinators to a meeting but thus far has been unsuccessful.

AN had had discussions regarding the role of a volunteer and people who are in receipt of an allowance to participate. AN feels that people should be allowed to do both, although the law is grey in this area.

Members felt that both roles should be allowed.



MH suggested that volunteer roles should be better promoted. JB added that volunteer information is on our website but recognised that if people don't have access to the website, they would struggle so people should be supported by staff should they wish to volunteer. The group would like to see the current welcome pack and JB discussed how each service has its own welcome pack and a new pack is being worked on by the mental health trust for the new rehab service. JB will raise this request on their behalf along with how to communicate volunteer opportunities.

AN to ask the volunteer coordinator Suki to attend a future meeting although she does not usually work on Thursdays.

JB will bring the Volunteer Strategy to the next meeting **JB**.

There will be Committees taking place in the next few months, all of which have CIM members' involvement but we need representation in the Estates committee. AN will contact the group regarding this. **AN**

JB to discuss with finance the expenses process.

The New Leaders participants have graduated and the program was a success. The program will run again this year. The participants all agreed that the workshop with members of CIM was the most enjoyable.

Conference 2023

A CIM conference is felt to be important to be held this year and a date is to be decided in Summer. July would be preferable to coincide with the launch of the service user survey.

The group suggested the venue 'Tally Ho' and 20th July was suggested as a date. **AN** to arrange. A picnic was also considered to keep the budget down.

Service User Survey

The new survey will be discussed along with a change in questions and format.

AOB:

JB will be taking the strategy to the Exec meeting in February, AN



asked the group if they were happy with the title and contents. The group will give their feedback.

Quality Improving Mind was suggested as a new name for the group, JB will discuss this at the Exec meeting.

Date and time of next meeting: 16th February – 12pm