

AFSA Executive Committee Meeting

29/04/09- Minutes

Present: Shilla Patel, Tej Ajimal, Sabera Bhimani, Annetta Hawkins

1. Apologies

Apologies were noted from Elaine Duffy, Meena Vadgama, Jagtar Singh, Pav Singh.

2. Thank yous.

Shilla formally thanked previous Chair, Tej for his work and continuing support to the committee. She also thanked past committee members, Jackie Adams Bonitto and Naseem Husain for their work, both of whom have now decided to stand down from the EC.

3. Sharepoint

Shilla explained that all the support groups now had their own site on Sharepoint. The owners of the site are Shilla, Sabera and Adam with varying levels of access provided to the EC, AFSA Members and the brigade as a whole. She explained that support groups can manage the permissions of their site.

4. AFSA Conference

It was acknowledged that the conference and diversity dinner was a huge success. Tej explained that payment for attendance was only outstanding from Essex FRS and that payment to McMillan Cancer Trust was still pending. The Group agreed to invite a representative from the charity for presentation of the cheque to Brigade HQ on 1st June and ask Roy Bishop to present the cheque.

Shilla stated that the conference report was now complete and agreed to distribute this to all attendees.

Action: Shilla to contact McMillan Cancer research to arrange cheque presentation.

Action: Shilla to distribute AFSA Conference report to all attendees by 8th May.

5. Meeting with Roy Bishop and Pat Oakley- 6th April

Cultural Awareness

Shilla stated that the production of a virtual cultural awareness booklet had been raised. This would be placed on the new computer on fire appliances and the Command Support Unit.

Action: Shilla to speak to Community Safety and John Lalor, Equality and Diversity Training Manager to obtain further information

Membership Database

The Group were made aware of the request to provide membership details to CLG.

Action: Shilla to contact CLG to ascertain exactly what was required, but the Group agreed that personal and sensitive data would not be supplied.

Yes We Can

Following the success of the Yes We Can event and the AFSA Conference, 2008, AFSA have been encouraged to deliver a similar event one year after the election of President Obama. It was agreed this event should take place outside of London, in the North or West Midlands, either in November 2009 or January 2010.

Action: Shilla to contact regional AFSA Chairs to gauge feeling and report back at the next meeting.

Support Group meeting with Roy Bishop - 1st June

Shilla stated that the next meeting will be held on 1st June and will discuss facilities for those involved with Support Groups, marketing the groups and partnership working.

6. Links with National Network

See Above

7. Enlighten Newsletter

Shilla stated that the next newsletter would be issued by 1st June and welcomed suggestions for articles. The next issue would include information on the New EC and national structure. Annetta Hawkins will now take over the work of producing the newsletter.

8. Training and development of committee members

Action: Shilla to email EC to ascertain any training needs, which may be delivered in house and in conjunction with other support groups.

9 & 10 Involvement of members and Social Event.

The Group recognised the need to encourage greater participation from members. Feedback that has continually been received was the request to have more social events. Shilla suggested an AFSA BBQ with an invitation extended to other support groups and AFSA nationally. The Group agreed that this was an excellent idea, but that the date would need to take into account the welfare BBQ, summer holidays, Ramadhan and the shift of the majority of AFSA Operation staff.

11. Any other business.

Richard and Karen Claydon had received an Award at the relaunch of the Irish Society from Shilla. Richard Claydon to be added to the Distribution list and to be invited to join the EC.

The Group agreed to organise a collection on behalf of AFSA for a retirement gift for Manjit Singh.

Shilla stated that AFSA would have a table containing leaflets and membership forms at the Learning at Work day on 12th May

12. Next Meeting

The Next meeting will be held in June. EC to suggest appropriate venues, Stratford was suggested