# SAH committee meeting 21st February 2023

## Via TEAMS

Present: Louise Leslie (LL); Alan Kennedy (AK); Tammy Piper (TP); Helen Caldwell (HC)

## Apologies:

## Debbie O’Donnell (DD); Jiya Matthews (JM)

## Minutes

Agreed.

## Treasurers report

AK: Current balance £2756.00. The Beardsmore Hotel requested a deposit of £144, which has been paid. The website fees are £56 per quarter. No other fees to be paid at present.

## 44th Meeting prep

### Venue

Beardsmore Conference Centre, Clydebank booked and deposit paid. Another instalment is expected to be paid a few weeks before the meeting.

## Trade

TP has taken this over from DD. TP has emailed those on the trade Masterfile, not invited in 2022 or who said they would sponsor the 2023 meeting. These included Agilent, Cirdan, Exact Sciences, Sakura, Medline, Menarini and Roche. One company PFM Medical approached the SAH via the SAH website enquiry form.

Discussion was had on other potential trade sponsors including Starlabs, Anatopath and Epredia. Was agree if needed, could invite those trade from 2022 meeting again.

*POST MEETING NOTE: TP attended the EBCSS on Saturday 25th February and spoke with reps from Exact Sciences, LD Source Path, Generon, Veracyte and ThermoFisher. Has had responses from Exact Sciences and LD Source Path be email. Generon agreed on the day to sponsor 44th meeting. Exact and Generon have requested short speaking slots.* So currently have 4 sponsors for the 44th meeting.

## Chairs

As before – LL and TP.

## Speakers

TP provided speaker list. So far 3 confirmed and 2 possible speakers. Cat Irving from Surgeons Hall has had to withdraw but is happy to speak at 2024 meeting. Tim Prosser also unavilable but on 2024 speakers list.

LL to meet with Haematology training officer to invite a haematology speaker. Dr Findlay Finlay is unresponsive to emails. LL has invited Dr Richard Oparka to speak on PD-L1 and gastric cancer.

HC suggested asking Dr Jay who is giving a talk at EBCSS 2023 on croysurey folloing a training trip to Japan.

**ACTION: TP TO EMAIL DD TO ASK FOR STUDENT DETAILS AND NATIONAL MUSEUM SCOTLAND AND ANATOMY LIVE WITH SPEAKER INVITES.**

### AGM

Details of SAH committee meetings posted on website.

## Catering

TP: Buffet provided by venue. No formal dining area, buffet is served in trade room but with some tables to perch at to eat and some seating in the corridor.

## Registration

LL: Agreed to increase registration fee to £30. Free to stduents.

AK: 4 students already registered.

TP available for registration desk.

## Extras

AK has notebooks. TP has delegate folders.

## Newsletter

TP: Suggested next issue sent around March time.

Introduction – LL

Puzzle corner –TP

Getting to know you – HC

A day in the life of – leave out

44th Meeting Save the Date – TP

QuPath validation article – TP

Committee advert -TP

**ACTION: ARTICLES OT BE SUBMITTED TO TP FOR SPRING ISSUE BY MID MARCH.**

## Future Meeting

2024 meeting to be held in Edinburgh. TP suggested meeting held on a Thursday due to Edinburg schools closing at lunchtimes on a Friday.

**ACTION: TP TO MAKE CONTACT WITH QMRI AND ERI AS POSSIBLE VENUES.**

## Website

AK: Not much to update except next newsletter. Will email a save the date and registration from in the next couple of weeks.

## Social Media

No update. Agreed to promote at next meeting.

## Sponsorship

AK: No requests yet but is an IBMS congress year so may get some requests soon.

## Committee Members

Discussion was had on ways to recruit new committee members. LL reported that lab managers were refusing to support staff who had shown interest. The new HPC standards being issued n September include criteria such as keeping up with developments in public health and maintaining health and fitness to work.

TP suggested targeting training officers and asking for a lab representative.

**ACTIONS: TP TO DRAFT A LETTER FOR CIRCULATION. AK/LL TO GET A LIST OF TRAINING OFFICERS TOGETHER.**

## AOCB

None.

## Date next meeting

End of April (after Easter holidays).

**ACTION: TP TO CIRCULATE A DOODLEPOLL OF DATES.**

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| **ACTION** | **WHO** | **COMPLETED** |
| Book Beardsmore venue for 50 delegates on Friday 9th June 2023 | AK | DONE |
| To contact Edinburgh Uni conference centre, NHS Lothian WGH postgrad centre and Stirling University about 2024 meeting. | TP |  |
| Contact trade about attending 44th meeting | TP | IN PROGRESS |
| See if trade contact details are stored on a shared drive | AK | DONE |
| Invite Allan Wilson and Tim Prosser to speak | AK | DONE |
| Invite Findlay Findlay and Ninewells Haematology to speak | LL | IN PROGRESS |
| Invite Peter Bankhead and Surgeon’s Hall to speak | TP | DONE |
| To design a quiz/interactive activity for last session | TP |  |
| Newsletter: Introduction | LL |  |
| Newsletter: ‘Getting to know you’ | HC |  |
| Newsletter: Article on QuPath, Puzzle and save the date | TP |  |
| Source sweets and squash – FUTURE ACTION | LL |  |
| Source items for registration desk: hand sanitiser, speakers expenses forms – FUTURE ACTION | TP |  |
| Make up delegate packs: labels, programmes, feedback form, recruitment flyer – FUTURE ACTION | TP |  |
| To add feedback section to website – FUTURE ACTION | AK |  |
| To contact other Edinburgh universities with biomedical departments | TP |  |
| To contact Edinburgh Uni Technican rep | TP | DONE |
| To send a doodlepoll for APRIL TEAMS meeting | TP |  |