



Alcohol and Drug Action Team

Executive Training Group Minutes

Date: 15 February 2008

Time: 2pm

Venue: ADAT Lodge

Present: Alister Cairns, rep North Ayrshire JPIG
 Don Wilson, Addiction Services
 Adele Still, Addiction Services
 Susan Wilson rep East Ayrshire JPIG
 Liz Clelland, rep South Ayrshire JPIG
 Irene Campbell, ADAT

In Attendance

Doreen Purvis, ADAT Support Team (Minutes)

1	APOLOGIES	Action
	No Apologies.	
2	ELECTION OF CHAIRPERSON	
	Alister Cairns was nominated as Chairperson.	
3	PREVIOUS MINUTES AND MATTERS ARISING	
	Irene advised that in regard to JPIGs there is discussion going on at the moment and that perhaps there may be some changes in the near future.	
4	AGREEMENT TO FINALISE TERMS OF REFERENCE	
	The Group discussed membership and agreed there should be representation on this group as follows: <ul style="list-style-type: none"> • Two representatives from each local authority, with the letter inviting them advising that they might wish to nominate someone from their training section. Liz Clelland will be one of the representatives for South Ayrshire. • Two representatives from Health (two for community and two from hospital staff) with the letter going to Wai Yin Hatton • Two representatives from Addiction Services will be Don Wilson and Adele Still. • Two representatives from the voluntary sector. • Look at who were previously members and clarify their status. 	
5	STRADA COURSES	Irene
	Irene will circulate letter confirming courses to the group members once received from STRADA. This should be available week commencing 25 th February. Irene advised this suite of courses are national courses and STRADA are looking for us to book venues, set dates and get people to go on the courses. It was agreed to keep this as a standing agenda item.	

6	FEEDBACK ON AYRSHIRE ADDICTION TRAINING FORUM Adele advised the new Training Forum Report will be finalised in March. Discussion took place regarding getting courses accredited and the cost implications of this.	
7	FEEDBACK ON BRIEF INTERVENTIONS PILOT Don gave feedback on the Brief Interventions Training and advised this is being funded until the end of May and the evaluation process is underway. Additional feedback will be available for the next meeting.	
8	FEEDBACK ON TRAINING NEEDS ANALYSIS REPORT (Decision On Recommendations And Forward Progress) It was agreed to carry this forward to the next meeting as the information from STRADA will be available by then. It was suggested a mapping exercise could be carried out to see where the gaps are.	
9	FEEDBACK ON OTHER SERVICES DELIVERING ADDICTION RELATED TRAINING The group discussed what training is being delivered by the NHS and Local Authorities and the issues in terms of how we equip people to deliver training. Irene advised the Prevention & Education Group had carried out a mapping exercise of who had carried out addiction training which Irene will send out for information. It was agreed to look at other Health Authority areas/ADATs/Local Authorities.	Irene
10	FEEDBACK ON EPASS Don advised that delivering training under the Epass banner required a GP being involved in every step of the way. Don will circulate the information to the Group.	Don
11	FURTHER MEETING DATES (NEXT MEETING 22ND APRIL 2008 9.15am ADAT LODGE) Alister advised that for the sake of continuity the existing membership will continue until the next meeting with letters inviting new members going out next week. It was agreed the group will meet three monthly and dates will be set for the year at the next meeting.	
12	ANY OTHER BUSINESS Members discussed whether tobacco should be linked with alcohol and drug addictions.	
13	DATE OF NEXT MEETING 9.30am, 22 nd April 2008 at ADAT Lodge	