**Meeting in a Minute: HEE South LKS Strategic Management Network business meeting**

**Date of meeting**

Thursday 30\(^{th}\) January. Sandford-on-Thames Village Hall (Oxford)

**Apologies from Jenny Toller, Helen Bingham, Ric Paul and Fari Mushumba**

- Lots of PPI activities recorded. Have a look at the PPI CoP postcards for ideas. CoP has been looking at library jargon and how accessible it is. STM are creating a glossary of library terminology.
- STandS are creating a spreadsheet of regional expertise so work can be shared and streamlined across different Trusts. Send Tom Osborne details of how you are working with others or expertise you can offer.
- Outcomes 4-6 of the Quality and Improvement Outcomes Framework were discussed. Sue Robertson will share feedback.
- Andrea Gibbons from Taunton talked about new 12 month national #EvidenceBasedQI project she has launched with Carol-Ann Regan to help connect QI teams to LKS. Email her ideas about how they can help you, events they could attend to promote the project in the South & share experiences of how you already support your QI teams.
- Business Storytelling for Impact and Influence workshops are now full. Please let them know asap if you can no longer attend as there are waiting lists.
- Training Needs Analysis revealed the no.1 priority for staff was emerging technologies. More detailed analyses e.g. by band, region etc. will be shared shortly.
- John Loy will be stepping down from CPD Lead from the end of March.
- New LMS going live on Mon 2\(^{nd}\) March. Please stop using OLIB for circulation and cataloguing at close of play on Thursday 6\(^{th}\) Feb. Starting on Friday 7\(^{th}\) Feb all the data will be exported to be loaded into the Infor systems. OLIB will continue to be available to use ‘for reference’ until 30 April 2020 when our contract with OCLC ends.
- 2 new Knowledge Mobilisation Framework Postcards now available on fishbowl conversations & appreciative enquiry.
- 2 new HEE YouTube videos on benefits of working with librarians & knowledge specialists – video 1 & video 2
- New national LKS logo available to use on promotional material. Can be used alongside own logo.

**The actions**

- Please continue to send any presentations or resources for the Health Literacy Libguide
- Still looking for volunteers to refresh the PPI Ideas Bank on KIH blog
- Report any problems with LMS transfer process to new-swims@googlegroups.com
- Sue Robertson will ask Lucy to send out guidance for how to use the new LKS logo
- Sue Robertson will find out who completed the impact submissions quoted in the animations and share the details with all.

**What happens next?**

Next meeting: April 21\(^{st}\) Jury’s Inn Swindon

**More info from...**

Helen Bingham, Sue Robertson or Jenny Toller