RCN Emergency Care Forum Steering Committee
Strategy Day Meeting Notes

Attendees:
Sarah Cato (SC) Chair
Rachel Bird (RB) - <mark>Virtual</mark>
Phil Hill (PH) . <mark>Virtual</mark>
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Sara Morgan (SM)
Matthew Osborne (MO)
Natalie Stringer (NS)

Guests:
Sophie Blakemore (SB)
Emma Jones (EJ)
Hannah Slater (HS)

Staff:
Denise Alexis (DA)
Kendal Andreason (KA)

No.	Item
1.	**Welcome and apologies.** SC welcomed the new steering committee members to the Emergency Care Forum strategy day meeting. KA gave a brief update on her role and expectations of working with the steering committee with a brief synopsis of the RCNs safe staffing workstream. This included o@ˇÅÜÔÞ⩊Á́work defining nursing and creating the Þˇ¦•ə̃*ÁⲢrofessional Framework⩊ and planned work on nurse-to-patient ratios. Said ratios will be needed for Urgent and Emergency Care settings, to which the committee will be involved. The Professional Framework will be published within the coming weeks.
2.	**Review notes of 2023 strategy day meeting** Notes from 2023 strategy day meeting were agreed. The steering committee agreed to participate in the following events: Þˇ¦•^•qDay 12th May 2024 https://www.icn.ch/news/international-nurses-day-2024-theme-announced-our-nurses-our-future-economic-power-care Emergency Medicine Day 27th May 2024 https://emergencymedicine-day.org/
3.	**RCNi　Sophie Blakemore, Editor of Emergency Nurse Journal (ENJ)** https://rcni.com/ SB gave a brief update on her role and the work of RCNi. The Emergency Nurse Journal (ENJ) publishes six print journals each year and have one editorial meeting per year to discuss what articles should we be doing or what are they missing.

Action:
- **KA** to liaise with library team about reviewing the Emergency Care Subject Guide.

6. **Congress 2ⁿᵈ-6ᵗʰ Jun 24, Newport Wales** https://www.rcn.org.uk/congress/

Committee discussed its plan for congress and selected applicants from the wider forum to attend. SO꜆ ¦[çãã^åﾑæ} ﾑ] åæ^ﾑ[} ﾑ꜀@ﾑ꜓[{ { ãﾒ^^꜄ ﾑ |æ} ﾑ[ﾑˇ à{ ãﾑﾒ} ﾑ emergency agenda item

	- **RB** will lead with the RCN ratio work. - **RB** to confirm steering group attendance at symposium. - **KA** to involve SM and PH in NHS Pathways National Clinical Advisory Group work in a consultation/board member capacity.
9.	**AOB and housekeeping** SC requested to have a one-to-one meeting with all steering committee members in the coming weeks. **Action:** - **All** steering committee to write blogs which can also be used as a comment piece for ENJ. - **All** to agree charter by end of Feb. - **SC** to provide an email update to wider forum membership by end of Feb. - **KA** to invite an RCN social media and comms representative to a scheduled ECF monthly meeting to discuss top tips. - **KA** to invite country representatives to a scheduled ECF monthly meeting to discuss country specific UEC issues. - **DA** to request a MS Teams page for the ECF.
10.	**Meeting Close** SC thanked the steering committee for their work and commitment to the Forum, particularly in light of current pressures.