

Meeting Minutes

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| **Date** | 19/12/2023 |
| **Time** | 9am |
| **Platform** | Zoom |
| **Session** | Team Meeting |
| **Aim** |  |
| **Attendance** | Christopher Clark, Alan Williams, Paulina Bieleninik |

Discussion Points

1. We understand that some supervisors check the DRIM portal for those expected on shift, quite a lot earlier than the briefing. Please be advised that often we are required to make changes to the Rota between 09:30 -10:00am. It might be advisable to keep the portal open & refresh the Rota between these times, to ensure that you are able to see any changes. If there are further changes after around 10am, we will of course notify you of those via the usual platforms, Teams/Mitel etc.
2. As you may know, DRIM will be taken out of action around end of January next year. While we have tested a couple of options, we are now aware that Assemble Rota’s are currently in phase 2 of testing. A Testing group has been selected and we are just rollout of these for testing to take place for the NSL. It is looking promising that we may move away from DRIM straight onto Assemble Rota’s.

CC – Would be great if that information can be added to briefing updates.

1. Dynamics 2.0 has seen a delay, unfortunately. While we had high hopes that all final tweaks were resolved, we quickly realised that in fact the tool was not quite as ready as we thought. The rollout will be delayed now until the new year.

AW – Inform the volunteers to take a time to practice on Sandbox.

1. As per the today briefing update, The RS areas have been updated in RS drop down on SLOM. This is most up to date information put together by Lucy from the RS teams, to incl festive closures and additional signposting. Please encourage operators to utilise all alternative and additional signposting available. N.B. unless stated otherwise, the service will be operational.

CC&AW - RS its more closed than open. It might have an impact on the Reputation and image of BRC. Web shows a lot of offices however most of them are unavailable.