

Meeting Minutes

Meeting:	Consumer Council
Venue:	SCDHB Board Room Level 6 Gardens Block
Date and Time:	Thursday 4 April. 12:00 noon – 2:45pm

Name:	Present	Apology	Absent
Neil Kiddey	✓		
Joy Sylvia	✓		
Bianca Sheed (resignation)			✓
Mark Rogers (Chair)	✓		
Anne-Marie McRae	✓		
Shannon Hansen	✓		
Jane Cullimore	✓		
Gabrielle Hall	✓		
Katrina Whiu	✓		
Also in attendance:			
Jenny Ryan			
Kathy Campbell (Observer)			

Prior to the meeting the members met to view the relocated and refurbished Whanau Room. Chair Anne-Marie McRae opened the meeting and welcomed observer Kathy Campbell. Due to increasing work and family commitments Bianca has resigned from the Consumer Council effective immediately. Gabrielle Hall has indicated that she will not be seeking reappointment and, as she is away for the next meeting this is her last meeting prior to her term finishing.

1. **Karakia** – Kathy Campbell
2. **Apologies** – Bianca Sheed resignation. Accepted.
3. **New Interest declarations:** Members asked to notify Jenny Ryan of any update
4. **Minutes** of Previous Meeting (14 February 2019) Moved Neil/Jane that the minutes are a true and correct record. Carried
5. **Matters arising** – nil
6. **Feedback Policy:** Mark had collated and provided the feedback on this policy. Jenny reported that the feedback was appreciated and the policy had been signed off.
7. **Correspondence:**
 - a) Email from Graeme Norton (15 February 2019) discussed. Agreed that Jenny communicate with Graeme and seek clarification and provide feedback.
 - b) Email from Laura Jones, SI Alliance re Access to Patient Information. No further information on arrangements to meet with this Consumer Council.
8. **SLT member in attendance** – No report.
9. **Reports**
 - .9.1. **SCDHB Board Meeting.** Mark's feedback discussed.
 - .9.2. **Hospital Development/Refurbishing.** Katrina reported on the plans for moving community services (excluding dental) from Woolcombe House to Talbot Park and her site visit to the Talbot Park facility. She has been assured that she will be included in the refurbishment planning of the hospital upgrade. Shannon and Joy will join with Katrina on this project. Suggested that the CC could visit the Talbot Park community services area once they have settled in.
 - .9.3. **Environmental Practices.** Shannon reported on her walk around of the hospital facility on 11 March and her observed issues and concerns.
 - .9.4. **Train the Trainer** workshop. Shannon attended this useful training along with Consumer Advisor Dianne Black. She has a copy of the resource. An education session (separate to a meeting) will be planned and open to all consumer

representatives. Jenny and Shannon will review the original training presentation and arrange an education session.

- .9.5. **Advertising/promotion.** Joy and Neil spoke to the plan that has been developed with Natasha Hosking. With members endorsement they will work through the plan.

2pm. Advance Care Planning. Social Worker Paula Hogg spoke about Advance Care Planning and provided copies the “My Advanced Care Plan & Guide” booklet

- .9.6. **Korero Mai** Anne-Marie and Joy are waiting to be notified of the next meeting.
.9.7. **Patient Diaries.** Anne-Marie spoke of progress of this project. Altrusa Club has assigned \$300 to this initiative. Next stage is to meet with the Acting CNM Kensington Inpatient Unit.
.9.8. **Disability Stock take.** No update. Clarification provided on what actions are reported under this report. An updated report was provided to the January 2019 Board meeting.

10. **Work plan** Jenny holds the “master” version for updating.

11. **Succession Planning** The members acknowledged the contributions of Gabrielle and Bianca. Jenny will review the original expression of interest form and discuss with Natasha to formulate a plan/process for advertising for new members. The time frame would be to have new members commence their term from August 2019.

12. **Whanau Room** Feedback from today’s visit will be collated by Katrina and provided to Jenny.

Closing Karakia by Katrina.

Meeting Closed 3.00pm

Next Meeting – 13 June 2019 12:00 noon. Board Room Level 6 Garden’s Block