

Meeting Minutes

Meeting:	Consumer Council
Venue:	SCDHB Board Room Level 6 Gardens Block
Date and Time:	15 August 2019 12:00 noon to 2:45pm

Name:	Present
Neil Kiddey	✓
Katrina Whiu	✓
Mark Rogers	✓
Anne-Marie McRae (Chair)	✓
Shannon Hansen	✓
Jane Cullimore	✓
Also in attendance:	
Jenny Ryan (Minutes)	✓
Nigel Trainor	✓
Robbie Moginie	✓
Ron Luxton (2.00 pm)	✓

Agenda Items:

1. **Karakia** – Katrina
2. **Apologies** – nil
 - 2.1 Joy Sylvia's resignation accepted with much regret. Everyone agreed they are very grateful for her enthusiastic and considered input over the last 2 years, and her contribution will be missed. All wished her well in her new role.
3. **Interests register.** No new conflicts/interests to report.
4. **Minutes** of 13 June 2019 meeting. *Moved Neil/Shannon that these are a true and accurate record.*
5. **Matters Arising:** Nigel Millar – CMO Southern DHB has confirmed he will attend the meeting in October for 45 minutes to speak about SI Alliance re Access to Patient Information consultation.
6. **Work Plan:** Jenny to update this and provide to all members after the meeting.
7. **Annual Report** (to 30 June 2019) – further information to be provided to Anne-Marie by Tuesday 20 August 2019 for finalisation of report. Finalised report will be provided for the next Board meeting.
8. **Correspondence:**
 - 8.1 Inwards: Email dated 19 June 2019 from Laura Ellis, Advisor, Consumer Engagement, HQSC re invitation to be part of HQSC national consumer meetings which fits in with Recognition and Response projects e.g. Korero Mai.
Moved Neil/Katrina that the correspondence be accepted.
9. **Committee Restructure / CC Recruitment** – Nigel reported Doug Martin (Wellington based consultant) is visiting later this month. The CC chairs have been invited to meet with him as part of the review of the statutory and other committees. A report is expected by the end of September. The report and recommendations will be provided to the incoming Board for further decisions. Formal recruitment to the CC is on hold until then, however people with a potential interest can be approached.

10. **Annual Plan:** Robbie updated the members on her section in the DHB Update report on planning the consumer engagement forums as approved in the SCDHB 2019-20 Annual Plan. *The initiative led by our consumer council and in partnership with our Board committees to engage directly with targeted community networks. The community engagement is expected to generate key priorities for our council to engage with our health services, on targeted improvement activities of importance to all members of our community, including our Maori, and other high need communities*

Discussion covered how this was envisioned to occur and who/how. Members were asked to consider what groups they best aligned to and who had an interest in being part of the initial planning.

11. **Project Reports:**

- 11.1 **Promotions/Communications** – Neil sees some future opportunities for promoting the CC however progress to date has been very slow. It is acknowledged this will work in with the CC-led forums as addressed above at paragraph 10.
- 11.2 **Hospital Development** (including café) – Katrina provided plans and an update on the progress and next stage of the redevelopment.
- 11.3 **Disability Stocktake update** – Jenny had no formal report but was assured that some of the actions are being addressed within the current refurbishment.
- 11.4 **Environmental Practices** – Shannon reported on her meeting with Briony Woodnorth. Nigel provided a copy of the MOH 2019 'Sustainability and the Health Sector – A Guide to Getting Started'. Recommendations and ideas proposed for consideration in the new contract for the café.
- 11.5 **Patient Diaries** – Anne-Marie is collecting 15 patient diaries ready for Child and Adolescent Mental Health Services. (CAMHS)
- 11.6 **Korero Mai** – Anne-Marie reported the Korero Mai workshop is being held on 21 August 2019 and she will attend. Shannon has been provided with documents relating to this project, with an intention she will be attend (replacing Joy) if available.
- 11.7 **Credentialing** – Mark reported on this activity and also the need to seek more consumers/service users to be involved in this activity. He shared information about expectations of training for the role and time commitments. He had developed a "manual" for new consumers and general agreement was this resource be developed and available along with the local policy and the MOH handbook. There are three services scheduled.

12. **General Business:**

- 12.1 SCDHB Board chair Ron Luxton spoke with the members on general matters and answered questions. He views the CC as a valuable adviser to management.

Meeting closed at 2.45 pm.