

West Coast District Health Board
Te Poari Hauora a Rohe o Tai Poutini



**DISABILITY SUPPORT
ADVISORY COMMITTEE
MEETING**

15 JUNE 2005

**AGENDA
AND
MEETING PAPERS**

1 TABLE OF CONTENTS

1	TABLE OF CONTENTS.....	1
2	AGENDA.....	2
3	DISABILITY SUPPORT ADVISORY COMMITTEE MEMBERS' DISCLOSURES OF INTERESTS	<u>3</u>
4.	DRAFT MINUTES OF THE DISABILITY SERVICES ADVISORY COMMITTEE MEETING HELD ON WEDNESDAY 27 APRIL 2005 IN THE BOARD ROOM, CORPORATE OFFICE COMMENCING AT 9.15 AM.....	4
5	PROPOSED SIX WEEKLY MEETING SCHEDULE – STAGGERED COMMITTEE MEETINGS	
6	TRAVEL REIMBURSEMENT FORM.....	13

2 AGENDA

**FOR THE WEST COAST DISTRICT HEALTH BOARD DISABILITY SUPPORT
ADVISORY COMMITTEE MEETING TO BE HELD IN THE BOARD ROOM,
CORPORATE OFFICE, GREYMOUTH ON WEDNESDAY 15 JUNE 2005,
COMMENCING AT 8.30 AM**

1. Welcome / Apologies
2. Agenda Check
3. Disclosure of Advisory Committee Members' Interests
4. Minutes of Last Meeting - held 27 April 2005
5. Matters Arising from Last Meeting
6. Dementia Unit Update
7. General Business
8. Next Meeting – To be advised
9. Attendance and Administration Form

DISABILITY SUPPORT ADVISORY COMMITTEE MEMBERS' DISCLOSURES OF INTERESTS

Member	Disclosure of Interest
CHAIR John Vaile WCDHB Member	Member - CCS Westport Branch Director - Vaile Hardware Ltd Wife no longer works for DHB, has unresolved employment issues
DEPUTY CHAIR Mohammed Shahadat <i>WCDHB Member</i>	Principal Partner, Murdoch James and Roper Trustee West Coast Development Trust
Professor Gregor Coster Chairman WCDHB <i>Appointed February 2003</i>	Director – PHARMAC Director - Cornwall Management Limited Director - Cornwall Nominees Limited Chairman - Institute of Rural Health
Elinor Stratford	Manager - Disability Information Service Member - NZCCS Greymouth Branch Chairperson - West Coast Sub branch - Canterbury Neonatal Trust Trustee - Canterbury Neonatal Trust Vice-Chair Victim Support, Greymouth Grey District Councillor Member of Executive Federation of Disability Information Centres
Gloria Hammond	Co-ordinator - New Zealand CCS, West Coast Field Worker / Regional Co-ordinator - CCS West Coast Member – Early Intervention Team Member – Maori Women Welfare League Chairperson C.O.G.S
Maureen Frankpitt	Manager Kowhai Manor and Richard Seddon Hospital

**4. DRAFT MINUTES OF THE DISABILITY SERVICES ADVISORY COMMITTEE
MEETING HELD ON WEDNESDAY 27 APRIL 2005 IN THE BOARD ROOM,
CORPORATE OFFICE COMMENCING AT 9.15 AM**

- PRESENT:** John Vaile, Chairman, WCDHB member
Elinor Stratford
Maureen Frankpitt
Gloria Hammond
- IN ATTENDANCE:** Kevin Hague, General Manager Planning & Funding
Bianca Kramer, Minute Recorder
- APOLOGIES:** Gregor Coster, Chair WCDHB
Mohammed Shahadat, Deputy Chair, WCDHB member
Dianne Lewis
Hecta Williams, General Manager Mental Health

1. WELCOME / APOLOGIES

The Chairman welcomed everyone to the meeting.

2. DISCLOSURE OF INTEREST

No changes

3. AGENDA CHECK

Access to secondary services for older people – added under General Business

4. MINUTES OF LAST MEETING

- Item 10 - Change “Recommend” to “Recommended”

Moved: Maureen Frankpitt, Seconded: Elinor Stratford

It was RESOLVED that the Minutes of the Disability Services Advisory Committee meeting held 16 February 2005 were a true and correct record following the amendments listed as above.

5 MATTERS ARISING FROM LAST MEETING

Page 6 **Action and Responsibility List** – Letter to the PHO inviting them to attend the next DSAC meeting - the letter hasn't gone – to be actioned before the next meeting

Page 7 **District Strategic Plan** – copies of discussion document available if anyone wishes to view them, completed, a lot of good feedback, internal consultants still to be done

Gloria Hammond joined the meeting at 9.22am

5.1 Water fluoridation

Update was given by Melanie Penny, Planning & Funding Analyst. She understands there have been a reasonable number of submissions to the Grey District Council. A prominent business in the Grey District had been informing other organisations that if they use a lot of water they will have problems with machinery if the water is fluoridated. This was identified as a false statement as the same company in Auckland is using fluoridated water and not experiencing any problems.

Buller – The Chairman stated it has been discussed with the mayor and will be put on the agenda for a future council meeting

Westland – We are well positioned, hopefully there will be a photo opportunity with Grey Star with health professionals and school principals supporting fluoridation. Submissions close at the end of May for the Westland District Council.

Recommendation: “That DSAC recommends that the Board undertakes a barrier free audit of all its facilities, including incorporating barrier free principles into the planning of any new building facilities and alterations.” This recommendation was approved by the Board. The Chair will request at the next Board Meeting that DSAC receive a copy of any “barrier free” audits carried out on hospital premises

6 CORRESPONDENCE

Letter from Vickie Rydz, Ministry of Health, regarding Cochlear Implant Service. A brief discussion followed. How many implants done per year here on the West Coast? It is believed to be a very small number. The committee felt it was a case of reorganisation to address problems in the North Island.

It was moved that the inwards correspondence be accepted

Moved by: Elinor Stratford seconded by: Gloria Hammond

7 QUALITY & SAFETY PROJECT

Report not seen as yet. General Manager Planning & Funding to follow up with Greville Wood, hopefully we expect the report for next meeting?

Action: General Manager Planning & Funding

8 DEMENTIA UNIT UPDATE

General Manager Planning & Funding gave a brief update. The WCHDB is about to sign a contract with CDHB for project management. 1st step is to bring business case up to date, Peter Gaffikin (non financial) is likely to be assisting us again. On track for construction to be commenced and completed by end of 05/06 financial year.

9 DISTRICT STRATEGIC PLAN - update

Process gone well – numbers attending varied – overall approx 300-400 have attended the consultation meetings. Every meeting had useful feedback in some form.

Buller meetings also focused on the Grafton report. Both meetings held in Reefton used more than half of the time on the Grafton report.

10 DISABILITY AWARENESS TRAINING FOR STAFF

What staffing training had been undertaken, and where are we against the plan? Disability Training has been added to the management training schedule. Next point is to monitor how this has been progressing. Last year a number of DHB staff attended the Disability Workshops run by Elinor Stratford of Disability Information Centre.

How are we going to undertake training, who is going to provide the training and what are the alternatives if we want to meet the commitment of the strategy, are questions that need answers.

Number of staff through disability training to be obtained from HR department

Action: General Manager Planning & Funding

11 REGIONAL LAND TRANSPORT – feedback from meeting

Feedback from General Manager Planning & Funding. He has not been able to attend a meeting due to prior commitments. The meetings are held infrequently, and there is quite a lot of work to be done, this is not an easy problem to solve. The person co-ordinating the committee has left the area, there has recently been a replacement appointment made to the position.

A firm providing transport from Hokitika to Christchurch is not be providing the service, the forecast figures of providing a form of public transport to Christchurch didn't stack up.

The Board are awaiting another report on this topic.

12 GENERAL BUSINESS

12.1 Access to Secondary Services

There is a logjam being experienced at the hospital for those being admitted to the hospital via A&E. Rest Homes cannot provide the care that these particular clients require, the elderly patients have been assessed by a GP and then coming through to the A&E department. It has been noted that elderly clients sitting with workers waiting to be seen have been left sitting there for long periods of time. Then doctors ask why they weren't admitted earlier. This appears to be an on-going problem.

There is a meeting scheduled with Mark Bowen, Quality and Risk Manager, regarding the problems that have been experienced. Any outcome from that meeting will be discussed at the next meeting.

It was noted that the application packs for people wanting to apply for the soon to be vacant positions on the DSAC were not being delivered in a timely manner. A pack wasn't delivered until the deadline for applicants had closed. To be followed up urgently with Mark Bowen.

13 NEXT MEETING

Wednesday June 15 2005

14 ATTENDANCE AND ADMINISTRATION FORM

The Chairman asked the committee to fill in the attendance and administration forms and return them today.

Prior to the closure of the meeting, Elinor Stratford thanked everyone for their help and support while serving on the committee. The chair thanked the exiting committee members for their valuable input to DSAC over there term.

There being no further business the meeting closed at 10.35