

SUTHERLAND HOSPITAL CONSUMER ADVISORY GROUP

MINUTES

**Wednesday 1st February at 3pm
TSH Executive Meeting Room, Level 4**

Item 1	MEETING OPENING – Welcome	
1.1	Apologies:	
	Bernadette Woods	Consumer Representative
	Tracy Harding	Consumer Representative
	Yui Dai	Diversity Health Co-ordinator
	Jenny Church - Consumer Representative	
1.2	Present:	
	Peter Lewis (PL)	Consumer Representative (Chair)
	Virginia Hughes (VH)	Consumer Representative
	Jim Hankins (JH)	Consumer Representative
	Karen Becker (KB)	General Manager (Joined meeting at 3:30pm)
	Jan Heiler (JH)	Director of Nursing and Midwifery
	Shirley Smith (SS)	Consumer Representative
	Colin Dent (CD)	Community Engagement and Fundraising Manager
Item 2	APPROVAL OF MINUTES: The minutes of the TSH Consumer Advisory Group dated Wednesday December 7, 2016 were accepted as a true and accurate record of the meeting.	
Item 3	GUEST SPEAKER	
3.1	No Speaker invited for this meeting	
Item 5	BUSINESS ARISING	
5.1	Action Items – None arising	
5.2	Nursing and Midwifery Services Report Performance Data Summary(attached)	
Item 6	Report form the Chairman	
6.1	<ul style="list-style-type: none"> • Chairman welcomed Colin Dent to the Committee 	
6.2	<ul style="list-style-type: none"> • Requested more timely information on meetings for distribution to be conveyed to Michael Loy. 	
6.3	<ul style="list-style-type: none"> • Formal thank you to Wendy Fyfe 	

Item 7	Corporate Services Report
Item 8	Feedback from Allocated Committees
8.1	TSH Food and Nutrition
8.2	Emergency Department
8.3	Diversity Health
8.4	Falls prevention
8.5	TSH Emergency Response Working Group
8.6	Care Coordination Committee
Item 9	<p>Hospital Update – <i>Karen Becker</i></p> <ol style="list-style-type: none"> 1. Christmas Closures – all went relatively smoothly 2. May move for new development postponed from May to September / October 2017 3. ED continues to be challenging with delay in move 4. Attending to finance recovery plan for district - Strategic plan - strategic direction for hospital engagement 5. Feedback on desktop recommendations completed 6. Accreditation: 3 key standards are being worked on -Community Engagement / participation, Kern sponsor for Governance for the district 7. Corporate Services and Finance now split in restructure. Currently recruiting new role of Service Line Manager. 8. Would like to see the committee engage consumers to drive clinical change 9. KB will table Committee structure within the parameters of the TSH and 10. Formal thanks to Wendy Fyfe 11. Reminder that KB away for a month from next week
Item 10	<p>Nursing & Midwifery Services Update – <i>Jan Heiler</i></p> <ul style="list-style-type: none"> • Sutherland Hospital Performance report tabled (attached) Key items explained to Committee
Item 11	Business paper (Volunteer Report and Diversity Health Report)
	Not tabled
Item 12	CPIU Report (incl. Patient & Safety Quality Dashboard)
	As included in Item 9 Hospital update.
Item 14	NEW BUSINESS
14.1	CD to meet with Peter for informal discussion regarding a way forward for the Committee in 2017 including review of terms of reference
14.2	CD to provide summary to Committee of experiences with other Hospital Consumer Engagement activities

Item 13	BUSINESS WITHOUT NOTICE - Nil
	VH to invite Amanda Justice (Population and Planning) re DCCC
	CD to send Committee Terms of Ref out to members
Item 14	CORRESPONDENCE – Nil
Item 15	MEETING CLOSE
15.1	Next Meeting
	Wednesday 1 March 2017 – Executive meeting Room Level 4 at 3.00 pm
	CERTIFIED AS A CORRECT RECORD
	<u>Peter Lewis</u>
	Name
	<u>[Signature]</u>
	Signature
	<u>6-9-17</u>
	Date