

MINUTES

For the meeting of the TSH Consumer Advisory Group
 April 4, 2018. 3pm, Level 4

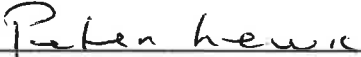

ITEM	DESCRIPTION	CARRIAGE
1	Attendance:	
	Staff Birrell Benjamin TSH Social Work Department Head Broom Ryan Quality Manager TSH Dent, Colin TSH Comm. Engagement and Fundraising Manager Ciccarello, Valmai Consumer Reps Church, Jenny Deputy Chairperson Hankins, Jim Consumer Representative Lewis, Peter (PL) Consumer Representative (Chair) Ricker, Malcolm(MR) Consumer Representative Sharyn, Bennett Consumer Representative Wood, Debbie Consumer Representative Kelly, Stephanie Consumer Representative Apologies: Heiler, Jan (JH) TSH Director of Nursing Jovanovic, Valerie (VJ) TSH General Manager Newbury, Joanne TSH Acting Director of Nursing & Midwifery Smith, Shirley Consumer Representative White, Hannah Corporate Services Manager Hughes, Virginia Consumer Representative Wulf, Marion (MW) Consumer Representative Guests: Lee, Rosemary Candidate CAG	
	Welcome guests	Peter Lewis
2	Approval of minutes - AGREED	Peter Lewis
3	Items Arising – See Action list- redistribute the info on the training	Peter Lewis
4	Declaration of conflict of interest- None	All
5	Presentation from Ben Birrell; <ul style="list-style-type: none"> • TSH Social work consultation with CAG-updated RACF update • Mortuary quiet room feedback on proposals • Ben explained the RACG update and letter and took questions • Discussed the mortuary space Presentation from Ryan Quality Manager: Ryan explained the Standards that TSH is under and the 3 year cycle of accreditation and the process.	Ben Birrell Ryan Broom
5	General Business	

ITEM	DESCRIPTION	CARRIAGE
	5.1 Report from the chair <ul style="list-style-type: none"> • Debbie W might interested to apply for ACI • CEC • Colin will contact Yu to set up a date in June for Diversity Training 	Peter Lewis
6	6.1 Presentation: Valmai described her position <ul style="list-style-type: none"> • And gave report on current issues for feedback and quoted letters of compliments. • Patient opinion rolling out at TSH soon 	
7	Standing Items	
	7.1 DCCC meeting - coming up soon	
	7.2 TSH Food and Nutrition postponed	Jenny Church
	7.3 Emergency Dept. – Currently meetings are not held regularly Short or no notice given and unaware of when next meeting occurs.	Malcom Ricker
	7.4 Falls Prevention Committee- Not present	Shirley Smith
	7.5 Clinical Council – <ul style="list-style-type: none"> • Staff issues in Rehabilitation unit • Short stay should open 9th April • Surge beds - permanency questioned looking into 	Jenny Church
	7.6 PeePs- Persons Centre Care – <ul style="list-style-type: none"> • great program in the wards • training improved • Essentials of care showcase. 	Debbie Wood
	7.7 Volunteer Report – Colin discussed and presented new data management for volunteers - Volgistics <ul style="list-style-type: none"> • 60th Anniversary • Security of Community Engagement Office • Community Engagement and Fundraising • Richies community benefit. Lilac uniforms 50/50 deal for volunteers • AWCH training offer (ward granny) 	Colin Dent
	7.8 General Manager Report - not present	VJ
	7.9 Nursing and Midwifery Update – JH not present	JH
	7.10 In future Valmai will present quarterly	Valmai
	7.11 Corporate Services Report- Apology. May Request written report.	Hannah White

TSH Consumer Advisory Group

Minutes Ref /Date	Agenda Item	Action	Responsibility	Progress
March 18	5.1	Bright spots information	Colin	Next meeting
1.11.17	3.3	PL to look into sourcing a Training Manual for CAG Committee	PL	Ongoing Colin has been seeking support from the original manual produced by Directorate Planning Population Health & Equity
		Virginia H would like to know more about district innovation awards – if anything comes up for a winner?		
		Pulse to papers		
	5.1	Resend the letter from Ben Birrell to CAG for comment		
	6	Standards to be a future general business item		
		Josephine – media to be invited to address meeting for getting the good news out		
		Bright spots – Colin get Robyn to send email information/ Innovation		Supplying info May 2
		Group to seek speakers		

ITEM	DESCRIPTION	CARRIAGE
8	Reports for Noting	
	9.1 Diversity reports backdated will be sent through	Yu Dai
11	Governance items - None	
12	New Business	None
	12.1	
13	Business without notice	None
14	Confidential items	None
15	Meeting Closed 5pm	
	15.1 Date of next meeting Date: 2/05/2018 Time: 3pm Venue: Exec. Meeting Room	
	15.2 Review of new patient information material	Consumers
	15.3 Review final copies of patient information material	Consumers

CERTIFIED AS A CORRECT RECORD	
 Name	
 Signature	2-5-18 Date