

MINUTES

For the meeting of the TSH Consumer Advisory Group
 MAY 2, 2018. 3pm, Level 4

ITEM	DESCRIPTION	CARRIAGE
1	Attendance: Staff Broom Ryan Quality Manager TSH Dent, Colin TSH Comm. Engagement and Fundraising Manager Heiler, Jan (JH) TSH Director of Nursing Jovanovic, Valerie (VJ) TSH General Manager Ciccarello, Valmai Consumer Feedback & Medico-Legal Manager Consumer Reps Lee, Rosemary Candidate CAG 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 Smith, Shirley Consumer Representative Apologies: Newbury, Joanne TSH Acting Director of Nursing & Midwifery Katrina Volas Corporate Services Manager Hughes, Virginia Consumer Representative Wulf, Marion (MW) Consumer Representative Church, Jenny Deputy Chairperson Guests: Sonia Markoff Candidate Consumer Rep	
	Welcome guests: Introductions round table for Stephanie and Sonia	Peter Lewis
2	Approval of minutes - AGREED	Peter Lewis
3	Items Arising – See Action list- redistribute information on training	Peter Lewis
4	Declaration of conflict of interest- None	All
5	Presentation: Jo Waide	Postponed
6	General Business 6.1 REACH document discussed	

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	6.1 Report from the chair Action item review. Ryan reported on standards and accreditation and will be available for next meeting. Agenda for regular report Malcolm Ricker reported on the NSW Consumers NSW training that he attended on May 20 and 27 April in Sydney. Discussion around paperwork and response to brochures finished- Collin will endeavor to bring back completed documents. Agreed that Sonia and Deb will look at EIO on whether to express interest DIAP project.	Peter Lewis
7	Standing Items	
	7.1 GM report : <ul style="list-style-type: none"> • Clinic services update • Milestone 4 development update • CT scanner instalment • Other projects – working group for atrium; 60 celebrations last month. 	GM Valerie J
	7.1 DCCC meeting	coming up soon
	7.2 TSH Food and Nutrition postponed	Jenny Church
	7.3 Emergency Dept	Malcom Ricker and Peter
	7.4 Falls Prevention Committee- seeking another member	Shirley Smith vacancy make as action item
	7.5 Clinical Council	Jenny Church not present
	7.6 PeePs - Persons Centre Care <ul style="list-style-type: none"> • Presentations given of videos • Killara reported – a lot of meetings included staff welfare • Drink cart discussed – targeting wards for dehydration 	Debbie Wood
	7.7 Volunteer Report – <ul style="list-style-type: none"> • Vol Awards are upcoming for May 29 • Upgrades on businesses - Kiosk scope of works will go in soon • Chapel 	Colin Dent
	7.8 Nursing and Midwifery Update – JH update of viewing room – get Josh onboard for. Sutherland performance report. The performance report and targets were explained. PeeP final was	JH

TSH Consumer Advisory Group

Minutes Ref /Date	Agenda Item	Action	Responsibility	Progress
April 18	10.3	Colin to check sub committees to make sure we have numbers to attend committees	CD	List updated
Apr 18	6 General	Colin to write to Pressure Prevention committees for written report to be given	CD	Joanne Newbury contacted
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
March 18		District Innovations awards		
March 18	2.	Johanna Waide for discussion on Communications	CD	Awaiting appropriate date
May 18	2.	CAG input for speakers	CAG reps	Ongoing

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	distributed for comment. IND celebration Fri 11 th May	
	7.9 Consumer Feedback - In future, Valmai will present quarterly	Valmai Ciccarello
	7.10 Corporate Services Report- Apology. May Request written report.	Katarina Volas
	7.11 Pressure injury prevention committee – seeking written	Colin to write - see action
	7.12 Diversity health report	Jim Hankins
	7.13 Relist the Yu di reports for the next meeting – action Colin	
8	Reports for Noting	
	8.1 Diversity reports backdated were tabled	Yu Dai
9	Governance items – Charter review action Colin send by email	
10	New Business	None
11	Business without notice 11.1 Walk through of Hospital with an executive. Colin to try to set up for August meeting. Looking out for signage and for brochure/so short meeting and walk through. 11.2MT - share dates of staff training for volunteers 11.3 Colin to check sub committees- see action	Chair
12	Confidential items	None
13	Meeting Closed 5pm	
	Date of next meeting Date: June 6 Time: 3pm Venue: Exec. Meeting Room	
	12.2 Review of new patient information material	Consumers
	12.3 Review final copies of patient information material	Consumers

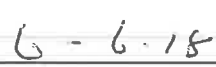
CERTIFIED AS A CORRECT RECORD



Name



Signature



Date