

**Friday 1 December 2017, 10 am**

**MINUTES**

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**PRESENT:**

Ms T Fletcher, Community member  
Mr P O'Donoghue, Community member  
Ms G Parsonage, Community member  
Ms M Piggins, Community member  
Ms S Rawlinson, Community member  
Ms K Rutherford, Community member (telephone)  
Dr J Wilson, Community member (Chair)

**RHW In Attendance :**

Ms A Finch, Acting General Manager  
Ms A Lainchbury, Clinical Midwifery Consultant, Midwifery Practice Development  
Ms C Price, Manager, Clinical Practice Improvement  
Dr J Svensson, Health Education Co-ordinator and Diversity Health Officer  
Ms J East Secretariat

**INVITED:**

Mrs J McDonald, SESLHD Board member  
Ms H Mantziaris, ex-Chair

**2. APOLOGIES:**

Ms A Jezewski, Community member  
Ms C Heckendorf, Community member

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The Chair welcomed the invited guests Mrs McDonald and Ms Mantziaris.

The Chair also welcomed Ms C Price who has replaced L Woodhart as Manager, Clinical Practice Improvement Unit.

Mrs McDonald addressed the committee and thanked everyone for their participating noting the importance of such committees. The following points were noted and discussed :

- Strategy at SESLHD Board level – there is a Community Partnerships Board Subcommittee – Mrs McDonald is the Chair
- There is also a District Consumer and Community Council (DCCC) which has approx. 22 members and is convened by SESLHD Community Partnerships
- SESLHD Board will be looking at aged care in 2018 – this year they discussed mental health and youth mental health
- Importance of RHW keeping its identity
- What do members see as their expectation of this committee
- Lack of medical staff on committee – Mrs McDonald noted that as clinicians have a patient load it has to be clear what the committee would like from them, attendance is not always possible
- Importance of training – both committee members and staff to understand issues
- Cost of providing translations is an issue – J Svensson noted a new project starting with a grant from Multicultural Health which has highlighted the lack of translated information – this is being explored within the grant
- Training for provision of services to people with disabilities – the Chair noted the comprehensive presentation from Maternal Fetal Medicine which will be repeated in the new year

Ms Mantziaris noted that the committee has opened a dialogue with the Hospital which will move forward and continue.

**1. ACKNOWLEDGEMENT OF COUNTRY**

I would like to acknowledge the Gadigal people of the Eora Nation who are the traditional custodians of the land on which we are meeting today and pay my respects to their elders both past and present.

**3. CONFIRMATION OF AGENDA**

**4. MINUTES OF PREVIOUS MEETING**

The minutes from the previous meeting held 6 October 2017 were approved.

**5. MATTERS ARISING FROM THE MINUTES**

**5.1 Action Items – updated**

**6. STANDING ITEMS**

**6.1 Youth Health & Diversity update**

J Svensson noted the recent SESLHD Youth Health planning day to form a strategy – the summary will be forwarded to the Ministry of Health.

Diversity – following the grant to set up the pregnancy centred care model there is now a weekly group for language specific. An evaluation will be undertaken when the grant has finished.

**6.2 Quality & Safety Data**

Deferred to next meeting.

**6.3 Patient Feedback**

Deferred to next meeting.

A Finch noted a new system for receiving feedback is currently being used at Sydney Hospital and probably rolled out to other facilities in the new year. A demonstration will be organised for the committee at a future meeting.

**6.4 Feedback from Hospital Committee representatives**

Reports by C Heckendorf on the progress of RHW Homebirth Steering Committee; J Wilson on *Journey to Excellence Ideas Exchange Forum* held in September 2017 and S Rawlinson on *Partnering with Consumers 2017 : Consumers as Agents of Change*. Document tabled and noted.

**7. GENERAL BUSINESS**

**7.1 Election of Chair and Co-Chair**

Dr J Wilson and Ms S Rawlinson elected unanimously as Co-Chairs.

**7.2 Information from members on activities and projects they have been involved in over the last year to complete an audit on Committee's progress**

Dr Wilson asked members to think about the Committee's progress, lack or not, over the last year. What areas we can strengthen including feedback contribution and forums and/or meetings attended.

**7.3 Projects for 2018**

Consideration be given to a flexible programme of activity.

**7.4 Paid participation**

Document circulated noted.

Ms Parsonage expressed a vote of thanks from the Committee to Ms H Mantziaris for her contribution and to Dr Wilson for their valuable guidance and persistence.

**NEXT MEETING : 2<sup>nd</sup> February 2018**

Meeting closed 11.45 am

Signature  .....

Date 2/2/18 .....