

Minutes	
Item	Description
1	<p>Present:</p> <ul style="list-style-type: none"> • Peter Brown, Consumer Representative • Jan Denniss, Consumer Representative • Penny Glezellis, SGH Community Partnerships Officer(Secretariat) • Susan Hanrahan, Consumer Representative • Paul Holdsworth, Consumer Representative • Advija Huseinspahic, Consumer Representative • Peter Lewis, Consumer Representative - TSH • Rod Lynch, Consumer Representative (Chair) • Kristin Mills, Nursing Executive Support Manager • Vicky Mylonas, Consumer Representative • Tony Ralph, Consumer Representative • Nick Skleparis, SGSHHS Corporate Services Manager • Paul Sullivan, Consumer Representative • Trish Wills, SGSHHS Sector Manager, CPIU <p>Apologies:</p> <ul style="list-style-type: none"> • Vicki Manning SGH Director of Nursing • Elizabeth Martin, Consumer Representative • Adrian O'Malley, Consumer Representative • Maria Pifarre, South Eastern Sydney Medicare Local • Cath Whitehurst, SGSHHS Director of Operations
2	<p>Approval of Minutes</p> <ul style="list-style-type: none"> • Minutes dated 26th August, 2014 were confirmed as a true and accurate record
3	<p>Items Arising</p> <ul style="list-style-type: none"> • Action items raised from the meeting held on 15th July 2014 have been addressed with the exception of:- <p style="margin-left: 40px;">7.12 Discuss consumer participation on Hospital Committees with Cath Whitehurst – Trish Wills</p>
4	<p>Declaration of Conflict of Interest</p> <ul style="list-style-type: none"> • Nothing to report

5	General Business
	<p>5.1 Report from the Chair – Rod Lynch</p> <ul style="list-style-type: none"> • Gerry Marr, SGSHHS Chief Executive Officer sent his apologies for this meeting • Tour of new Emergency Department for consumers was held last month which was excellent – a note of appreciation was sent to Allan Ajami. • As a result of the tour a potential problem was noted with the patient drop off area – this was taken on board by the ED staff. • This month 21 pages of patient related information was reviewed with feedback given.
6	Standing Items
	<p>6.1 SGSHHS Patient Flow & Demand Management Strategic Committee – Paul Sullivan</p> <ul style="list-style-type: none"> • No meeting held.
	<p>6.2 SGH Patient Safety and Quality Meeting – Jan Denniss</p> <ul style="list-style-type: none"> • Discussion held regarding the 15 National Standards that the hospital will be assessed on in November, 2015. Trish Wills commented that good progress for each of the standards so far but that there is a lot more to do before the assessment.
	<p>6.3 SGH Hospital Signage Committee – Jan Denniss</p> <ul style="list-style-type: none"> • Last meeting was cancelled.
	<p>6.4 Enhanced Recovery After Surgery Committee (ERAS) – Elizabeth Martin</p> <ul style="list-style-type: none"> • Nil report.
	<p>6.5 District Steering Committee for Falls Injury Prevention In Health Facilities – Jan Denniss</p> <ul style="list-style-type: none"> • Jan informed the committee that she was unable to attend the last meeting.
	<p>6.6 SGH Falls Prevention Committee – Paul Holdsworth</p> <ul style="list-style-type: none"> • Reported that 57 falls were recorded for August this is down from 84 falls the previous month.
	<p>6.7 SGH Food & Nutrition Committee – Susan Hanrahan</p> <ul style="list-style-type: none"> • Reported on the following: • The new patient menu was introduced on July 1, 2014 with a new menu selection. • Currently investigating the reason why some patient meals are arriving late to the ward areas. • Work is being done to have nutrition as an agenda item on ward meetings. • Implementing a patient discharge survey which relates to feedback on the patient meals. • Looking at weighing patients on admission and discharge.
	<p>6.8 Medicare Local Update – Maria Pifarre</p> <ul style="list-style-type: none"> • Deferred

	<p>6.9 Clinical Council Report – Rod Lynch</p> <ul style="list-style-type: none"> Nothing to report
	<p>6.10 Director of Operations Report – Cath Whitehurst</p> <ul style="list-style-type: none"> Trish Wills reported on behalf of Cath Whitehurst: New Emergency Department Community Open Day held on 30th August 2014 with the new ED to be opened on 15th October 2014 A plan has been devised so that the move from the old ED to the new ED runs as smoothly as possible on the day.
	<p>6.11 Nursing Update – Vicki Manning</p> <ul style="list-style-type: none"> Nil report
	<p>6.12 Quality and Safety Update – Trish Wills</p> <ul style="list-style-type: none"> The Patient Safety and Clinical Performance Dashboard and Report was distributed and reported on.
	<p>6.13 Corporate Services Update – Nick Skleparis</p> <ul style="list-style-type: none"> New ED is going live on 15th October, 2014. Key personnel are being engaged on early planning work on the Multi-Storey Tower Block and Helipad. Health Infrastructure personnel and engineers are presenting plans to council which will include parking. Demolition of the old ED and surrounding areas will take place soon and the area will be the initial entry for outpatients department and temporary open car park. John Armstrong has been appointed as the Health Infrastructure Project Manager for the Stage 2 Building Work Project with hospital personnel being appointed to assist – the project is schedule to be completed by 2018.
	<p>6.14 Confidential Items</p> <ul style="list-style-type: none"> Quality forms distributed are confidential documents
7	<p>Reports for Noting</p>
	<p>7.1 Volunteer Report</p> <ul style="list-style-type: none"> Nil report
	<p>7.2 Diversity Health Report</p> <ul style="list-style-type: none"> Tabled
8	<p>Governance Items</p> <ul style="list-style-type: none"> Nothing to report



9	<p>New Business</p> <ul style="list-style-type: none"> Paul Holdsworth mentioned that two letters of complaint had recently been published in The Leader newspaper with regard to nurses and hospital menu. Trish Wills explained that the issues had already been dealt with by the hospital. The committee suggested a published response from the hospital was required so that the community was aware that the complaints had been actioned. Trish Wills to contact Maxine Brennan to investigate if a response was issued to The Leader. Peter Brown advised that the second greatest complaint in hospitals was related to patient meals and highlighted the importance of feedback on the newly implemented menu. It was agreed that Susan Hanrahan being the consumer representative on the nutrition committee would provide this feedback to the committee.
10	<p>Business Without Notice</p> <ul style="list-style-type: none"> Discussion regarding the need for a review of the traffic and pedestrian movement at the intersection of Belgrave Street and Kensington Streets, Kogarah, be carried out in order to ensure that the welfare of the pedestrians who use it. It has been recently noted by community members that the traffic lights do not currently give pedestrians who are mainly elderly and physically frail people time to cross the road. Nick Skleparis to look see if Hospital could pressure the relevant people to implement a review. It was agreed upon that the CAG meetings for 2015 would be scheduled on the 4th Tuesday of each month excluding January and December. Penny Glezellis to book the Boardroom and provide dates for 2015 to the committee at the November meeting.
12	<p>Meeting Closed at 10.10am</p> <p>Next Meeting: Date: Tuesday 28th October, 2014 Time: 9am Venue: Boardroom, SGH</p>

CERTIFIED A CORRECT RECORD

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 Name *RODNEY F. LYNCH*

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 Signature *R. F. Lynch*

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 Date *28-10-14*