

# SUTHERLAND HOSPITAL AND COMMUNITY HEALTH SERVICES

## LOCAL COMMUNITY ADVISORY COMMITTEE

**Date:** Wednesday 5 August 2009  
**Venue:** Group Room 1, Level 2, Sutherland Hospital  
**ATTENDEES:** Lyndall Howes, Deborah Alison, Robert Brice, Nick Skleparis, Chris Bentley, Penny Glezellis, Community Partnership Officer, Wendy Fyfe (Minute Secretary)

Item	Comments	Action
1. <b>Apologies</b>	Brenda Hagan, Sandy Hudson, Jan Heilier (ADON), Melinda Pascoe (ADON)	
2. <b>Acceptance of Minutes</b> – 3 June 2009	June 2009 Minutes Accepted	WF
3. <b>Matters Arising from Previous minutes:</b>  a) New Consumer Representatives  b) Update of Area Issues	<p>Chair for this meeting – Chris Bentley</p> <p>Advertisements for new members will be handled by Community Partnership staff – Penny will look into process. Notification of vacancies of positions to be sent to relevant community groups – diversity groups, service clubs, TAFE, on noticeboards around the hospital, through Shire GP's.</p> <p>Penny advised that Community Partnership is progressing with the on-line service and web page.</p> <p>Suggestion that this would appeal to younger people and may encourage them to join the committee.</p> <p>Penny advised that the inclusion of the Nurse-in-Charge Photos and information has been completed at TSH. The question was raised about the absence of the NIC for any length of time – was a photo of the relieving staff member to be inserted. Penny advised that this has been discussed at an Area level and would find out the time frame if this was to occur.</p>	<p>PG WF</p> <p>PG</p>

<p>c) Report regarding Traffic Management and Gardens</p>	<p>Members were informed that they would be receiving name tags which they were required to wear when in the hospital. All staff have been allocated tags with the only exception being Mental Health. Concern over the last name being on the tags was expressed – Penny advised that the Nurse’s Association had been included in the negotiations and had agreed to the full name being on the tag.</p> <p>Also in the hospital entrance will be an Executive Board showing photo and information about the board members and their positions.</p> <p>Nick Skelparis, Corporate Services Manager reported that he has received no further information from the Department of Health on the status of the Traffic Management program. Therefore, no progression at this stage.</p> <p>Deborah Allison informed the committee that in a recent edition of the Leader it mentioned that Council traffic wardens would be issuing infringement notices within the hospital ground. Nick advised that this was not the case and asked for a copy of the article. Wendy Fyfe to follow up.</p> <p>When the Traffic Management proposal has been approved by DOH a security/traffic warden will be employed by the hospital and paid for from parking payments.</p> <p>Nick advised the committee that an apprentice gardener had been taken on by TSH, Chris Nooks has come to TSH from Garrawarra. The Maintenance Plan has been revised to incorporate the additional work input by Chris.</p> <p>Members expressed the disappointment that the Council still had not lopped the trees in Kareena Road obscuring the hospital direction signs.</p> <p>It was agreed by the committee that a letter be written by the Chair, Brenda Hagan to the Council expressing their disappointment that this had not occurred as the trees are impeding peoples sight to the hospital entry and this delay in getting people into the hospital could be costly. General Manager to be informed that this letter is being sent by the Committee.</p> <p>Nick advised committee that Council had been asked to place “butt bins” around the parameter of the hospital on council land as had been done by Kogarah Council. Committee agreed that this should also be included in the letter re the trees. Brenda Hagan to discuss with Nick before sending letter for further information.</p>	<p>WF</p> <p>PG</p> <p>BH/NS</p>
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<p><b>4. Standing Agenda Items</b></p> <p>(a) Feedback from Information Day</p>	<p>It was suggested that local Members of Parliament should be made aware of the committee and should be invited to attend a “special meeting” to discuss the committee’s role and concerns which the MP’s may be able to assist with.</p> <p>The Information Day held on 7 July 2009 at Sutherland Hospital was well received and attendance was pleasing. Members of the committee who attended felt that there was encouraging information about the other groups and were pleased with the ideas and information sharing which came out of this meeting. It was beneficial for the members to hear that other committees are struggling with similar problems to the committee at TSH.</p> <p>It was expressed that those committees which are doing well have a decision maker from the hospital on the committee eg the General Manager – instead of having to wait for several meetings to get decisions. It was agreed that the Central Hospital Network General Manager should be asked to attend meetings.</p> <p>One point agreed upon at the forum was that the hospitals should not underestimate the value of these committees – members felt that they have a lot to offer but are not been given the opportunity to prove this. Area and the DOH are committed to making these committees work.</p> <p>It was also suggested that clinicians should be encouraged to speak to LCAC members – this is occurring at other hospitals and is proving to be successful.</p> <p>Members who attended the Information Day were also advised by members of other hospitals that the “Suggestion Box” at their sites – STG and POW were working extremely well. TSH Members expressed the need for a Suggestion Box to be set up at the hospital – have made this request before but it was given a negative response.</p> <p>Copies of the minutes and notes taken at the Information Day will be circulated to members of the committee. The role of the committees is set out in these minutes for members attention.</p> <p>Lyndall Howes expressed a concern that the services which were announced by Paul Russell at an earlier meeting regarding committee members talking to patients and staff re concerns and positive feedback had not been carried through. Members asked that this be followed up as some were interested in being involved in this project. Report at next meeting.</p>	<p>PG</p> <p>PG</p> <p>PG</p> <p>PG</p>
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	<p>Colleen Loder reiterated that she would like to join the membership of the Emergency Department Committee and Deborah Allison would like to join the Aged Care Committee. Sandra Hudson attended a meeting of the Aged Care Committee but unfortunately they have changed her meeting days. Wendy Fyfe to speak to the Chairperson of each of these committees to advise them of the members interest</p>	WF
<p><b>5. Guest Speaker</b></p>	<p>Julie Bracks, Dietician was invited to attend meeting unfortunately was unable but has indicated that she will attend the meeting in October.</p>	WF
<p><b>6. Next Meeting</b></p>	<p>Wednesday 7 October 2009 – Group Room 1 level 2</p>	