

## Minutes of the Disability Support Advisory Committee

Of the meeting held on Monday 9 October 2006, 1.00-4.00pm at Boardroom, Lambie Drive.

1. Present:	<p>Mrs Jillian Dooley (Chairperson), Mr Phil Beilby, Prof. Sir John Scott , Mr Don Barker, Ms Heather Grace, Mr Bill Mudgway, Ms Miria Andrews, Mr Ezekiel Robson, Ms Chris Ellis, Mr Mike Cohen</p> <p>In attendance: Mr Chris Mules, Ms Gaylene Gaffney, Ms Helen McCann, Ms Subha Srinivasan (secretary)</p>	
Apologies:	Mr Pat Snedden, Ms Denise Ewe, Mr Vaughan Dodd, Mr Bob Wichman, Mr Malcolm Wara, Ms Jenni Coles	
		<b>Action</b>
2. Minutes of Previous Meeting:	<p>Noted two corrections to previous minutes as follows:</p> <ul style="list-style-type: none"> <li>- Meeting started at 1.00pm</li> <li>- Page 5, item 8 –Terms of Reference under General Business section to be removed.</li> </ul> <p><b>Resolution:</b> The minutes of the meeting of DiSAC held on Monday 14<sup>th</sup> August 2006, having been circulated, were taken as read and confirmed.</p> <p><b>Moved:</b> Mr Phil Beilby <b>Seconded:</b> Ms Miria Andrews <b>Carried: Unanimous</b></p>	
3. Matters Arising:	<p><b>Disability Coordinator position</b></p> <ul style="list-style-type: none"> <li>- Noted that applications were short-listed and interviews conducted for this position.</li> <li>- An appointment wasn't made as candidate wasn't suitable.</li> <li>- The job will be re-advertised again and members of this Committee will be involved.</li> </ul>	
4. Procedural Issues	<p><b>Disclosure of Interest</b></p> <ul style="list-style-type: none"> <li>- To update this as appropriate through Subha.</li> </ul> <p><b>Membership</b></p> <ul style="list-style-type: none"> <li>- Welcome to Mr Phil Beilby, PHAC rep for DiSAC,</li> <li>- Noted that Ms Denise Ewe's membership has been extended by 3 months, pending discussions/decision by Pou.</li> </ul> <p><b>Meeting dates - 2007</b></p> <ul style="list-style-type: none"> <li>- Agreement that meetings will be scheduled for the 2<sup>nd</sup> Monday, bi-monthly.</li> <li>- The date for the meeting in April clashes with Easter Monday will be confirmed to either 2/4/07 or 16/4/07.</li> </ul>	

<p>5. Pandemic Planning</p>	<p>Dr Tom Bracken provided an update on the planning undertaken to date in the context of regional and national planning. The following points were noted</p> <ul style="list-style-type: none"> <li>- To date, focus has largely been on planning for the hospital and some primary care services.</li> <li>- Region wide community planning has also commenced driven by Primary Technical Advisory Group is run along the Civil Defence lines.</li> <li>- The MoH has issued directives on how the pandemic outbreak will be managed in the community. They are using four codes to indicate the seriousness of the flu and actions required, as follows: <ul style="list-style-type: none"> <li>Ø Code white – get prepared. This is the stage we’re in at the moment.</li> <li>Ø Code Red – this is when human to human spread is confirmed and first cases are identified, with attempts to ring-fence and contain further spread of infection.</li> <li>Ø At this stage, community based assessment centres (CPBACs) are set up. There are 4 proposed locations for this – Pukekohe, Manukau, Botany Downs and Takanini.</li> <li>Ø It is hoped that A &amp; M Clinics and GP practices will consolidate resources in supporting the CBACs.</li> </ul> </li> <li>- The planning focuses on ensuring patient and business flow for the A &amp; M clinics and GP practices</li> <li>- It is expected that all practices will take care of their enrolled patients.</li> <li>- Plans are unclear for home visiting mobile services.</li> <li>- Rest homes will be developing their own plans based on a national framework.</li> <li>- Dr Bracken emphasised that the hospital services would not be able to cope with the demand. It would be up to the community – neighbours, community groups, church groups to help/support and check on each other.</li> <li>- Mr Mike Cohen noted that similar discussions are being held at WDHB and concluded that in preparing for the pandemic, the role of community and neighbours is very important.</li> <li>- Communities are being encouraged to interact to create friendly and supportive neighbourhoods.</li> <li>- There is a telephone triage service across the country for the public to ring if in need of medical assistance of any kind.</li> <li>- The Administration centre will monitor practices, CBACs and pharmacies – work loads, location and staff availability.</li> </ul>	
<p>6. Carers NZ</p>	<p><b>Presentation by Malia Hamani and Lose Tu’li’le’ila from Toa Pacific on the National Initiative recognising the role of carers</b></p> <ul style="list-style-type: none"> <li>- Carers NZ is the national non-profit and secretariat recently set up</li> </ul>	

	<ul style="list-style-type: none"> <li>- This group consists of 38 national charitable organisations working in unity for the country's 422,901 family carers. This figure is based on those who identified themselves as carers at the last census.</li> <li>- An initiative focused on Maori family carers was formalised at the Maori Women's Welfare League – this is linked to the Carers NZ network.</li> <li>- TOAPAC – Treasuring Older Adults and Pacific Aiga Carers is an organisation that is focuses on meeting the needs of Pacific carers.</li> <li>- A carer or a voluntary caregiver is a person, usually a family member, who looks after a person with a disability or health problem, and who is unpaid for providing this service.</li> <li>- The caring role is almost an invisible role and has been taken for granted as a social value.</li> <li>- In most cases, the carers are thrust into the caring role overnight and learning “on the job” how to safely perform necessary home health tasks.</li> <li>- In comparison to the UK where there are 1600 young carers and a national organisation, there is a lack of recognition of young carers in NZ.</li> <li>- The recently government-commissioned Carer Strategy is expected to be completed within 18 months.</li> <li>- This gains relevance and significance given the total population of those with disabilities in households and residential facilities stands at 743,800 as at the Census 2001.</li> <li>- Given the emphasis to community care and Ageing in Place strategy, focus is needed on the carers workforce.</li> <li>- Carers NZ aims to work in partnership with the DHBs and health system to develop a nationally consistent learning programme for family carers, that is available to them in flexible formats which give them</li> <li>- Information is available through the “Back Me Up” framework for carers and Family Care NZ magazine.</li> <li>- A carers summit is proposed for 2007.</li> <li>- Practical ways to help include: <ul style="list-style-type: none"> <li>Ø Lack of day activities for older/disabled people as this can provide time-out for carers and patients.</li> <li>Ø Finding out from carers what they want</li> <li>Ø Network/collection of carers – support network</li> <li>Ø Carers expo – 1st summit held in 2005 and next one in 2007</li> <li>Ø Positive Ageing expo in Pukekohe on 29 September. A similar one planned in Mangere aiming at carers and use it as a focal point to develop network.</li> <li>Ø Toa Pacific day 24/11</li> <li>Ø Career pathway and recognition – monetary and valuing carers as a career pathway.</li> </ul> </li> </ul>	
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<p>7. Facilities Management Project</p>	<p>Update from Ms Gaylene Gaffney</p> <ul style="list-style-type: none"> <li>- Noted that Gaylene has been contracted to work with the Facilities Management Project and provide advice on proposed facilities.</li> <li>- Gaylene works from an overall architect's plan and provides comments and feedback around access from a disability perspective.</li> <li>- This analysis is contextualised within the legislative requirements, provides recommendations on meeting the Building Standards Act 2004 and NZ Standards.</li> <li>- A detailed report is generated which summarises the observations of the accessible journey, entrances, doorways, doors and corridors, public controls, desk, telephone, controls, surface finishes, toilet, shower, hand/wash basin facilities, beverage/lounge rooms and signage.</li> <li>- Noted that Gaylene has just concluded a review for the Acute Hub.</li> <li>- In auditing the plans, the main themes that Gaylene focuses on is accessibility from a physical environment aspect for those whose mobility is affected – wheelchair, visually impaired and intellectually disabled.</li> <li>- The view is that the buildings/facilities can be used by disabled people same as other people.</li> <li>- Mr Don Barker noted that it's been a very positive experience to have contracted Gaylene to the FMP. This has resulted in increased awareness and her input into the facilities planning process is adding value to the overall aim.</li> <li>- Ms Heather Grace noted that it will be helpful to increase staff awareness and understand the needs of parents.</li> <li>- Noted that some of the non-compliance issues noted to date include: <ul style="list-style-type: none"> <li>Ø Insufficient sanitary facilities</li> <li>Ø Space in lobbies</li> <li>Ø Public automatic machines</li> <li>Ø Information screens – height be adjusted</li> <li>Ø Food/drink vending machines</li> </ul> </li> </ul>	
<p>8. Discussions on Select Committee submission</p>	<ul style="list-style-type: none"> <li>- Noted the submission has gone in and no further feedback received. No date set for the Select Committee meeting</li> <li>- Need to arrange a meeting with ADHB to have discussions and agree on examples of the TOR.</li> <li>- Ms Jillian Dooley will talk to Lisa Gestro at ADHB to organise a meeting.</li> </ul>	
<p>9. DAP Priorities for 07/08</p>	<ul style="list-style-type: none"> <li>- Noted the recommendation from Mr Chris Mules requesting feedback/suggestions from the committee in drafting the DAP priorities for 07/08.</li> <li>- The Committee indicated that they wish to include/scope the following <ul style="list-style-type: none"> <li>Ø Continuing input from Gaylene into facilities planning.</li> <li>Ø Continuing the responsiveness training and</li> </ul> </li> </ul>	

	<p>eventually rolling out wider (encourage participation, and monitor/evaluate).</p> <ul style="list-style-type: none"> <li>Ø Disability Coordinator role</li> <li>Ø Emphasis on Carers and how we can support the Carers initiative (including s carers expo)</li> <li>Ø How to have a working relationship with MoH as a funder, and have a partnership approach re support for &lt;65</li> <li>Ø The process of transition for &gt;16 from children to adult services is chaotic with no involvement from Ministry of Education.</li> <li>Ø DHB actions within the organisation to ensure the hospital is accessible both as an employer and a provider of services.</li> <li>Ø Pandemic planning – understand the needs of the disabled community; co-ordinate planning across DSS providers; ensure access to health services.</li> <li>Ø Maori disability plan – this isn't included in the Maori Health Plan and not an identified priority for Pou. This will be an agenda item at a future Pou meeting for feedback on directions for DiSAC.</li> <li>Ø Improving information accessibility</li> </ul> <ul style="list-style-type: none"> <li>- It was noted based on the feedback over the last two meetings on this topic; a draft 07/08 work plan document will be tabled at next meeting for the Committee to consider.</li> <li>- Noted the Committee has queried if a presentation/discussion with MoH is possible re support for &lt;65 years</li> <li>- Mr Mules clarified that it might be a good idea to provide a more specific brief or request for a topic. He also clarified that at a national level, agreement has been reached by the DHBs/MoH re use of funds for support needs for &lt;65 years, and that a presentation on this could be a topic for a future DiSAC meeting.</li> </ul>	
<p>10. Disability Awareness Training</p>	<p>Helen McCann provided an update as follows:</p> <ul style="list-style-type: none"> <li>- Two service providers were identified who are capable of delivering this service – MIT and Standards Plus.</li> <li>- A decision was reached to go with Standards Plus as the preferred provider. This was based on the provider who best understood the area and could tailor the training for the variety and diversity of the organisation.</li> <li>- It was noted that Standards Plus is an organisation that aims to serve people with impairments.</li> <li>- As a trainer Lorna Sullivan has an extensive background and knowledge of the health and disability sectors and strives to create a better environment for people with impairments.</li> <li>- The support and participation in the pilot programmes by DiSAC members – Ms Heather Grace and Mr Ezekiel Robson - was acknowledged.</li> <li>- To date, course participants come from across</li> </ul>	

	<p>various hospital services. It also appears that as a direct result of this training, there is an increased awareness among the participants of disability related issues.</p> <ul style="list-style-type: none"> <li>- It is anticipated that the Disability Coordinator role will be able to bring more focus on this training and get better/wider coverage across the hospital and link to the RMO education to ensure doctors get this training as well.</li> <li>- In terms of venue for the training, there's a lot of pressure on venue availability at present, but it is hoped this will be resolved next financial year.</li> </ul>	
11. Monthly Report	- Noted as being read.	
12. For information only	- Noted	
13. General Business	<ul style="list-style-type: none"> <li>- Noted that Ms Jillian Dooley had a meeting with the J.R. McKenzie Trust. The Trust donates \$3m a year to various ideas and is considering an initiative "Look Hear" for children with visual impairments, basically for those who are not eligible for other financial assistance getting glasses. This was an initial meeting scoping about what is achievable. As there isn't any information about outcomes for vision/hearing testing in the community, they're keen to help with data collection as an initial starting point at this stage.</li> <li>- Ms Chris Ellis noted that 3 December is the International Day of Disabled People. Manukau City Council is organising a function that will acknowledge/recognise the importance of disabled people and their support groups in the community. This will be held on Monday 4 December.</li> <li>- Noted the date for the next regional meetings needs to be confirmed.</li> <li>- Noted that Waitamata DHB's DiSAC is 3-monthly and is on a Wednesday.</li> <li>- Please forward agenda items for the next DiSAC meeting to Ms Jillian Dooley.</li> </ul>	
Adjournment:	The meeting closed at 4.15pm	
Next Meeting:	Monday, 11 <sup>th</sup> December, 1.00 to 4.00pm, Boardroom, 19 Lambie Drive	
Signed as a true and correct record on the 11 <sup>th</sup> December 2006		
Chair: Ms Jillian Dooley		
<b>Resolution</b>		
The minutes of the meeting of the Disability Support Advisory Committee of Counties Manukau District Health Board of 9 <sup>th</sup> October 2006 are approved.		
Moved:	Bill Mudgway	
Seconded:	Heather Grace	
Carried:	Unanimous	