

# Minutes of the Disability Support Advisory Committee

Of the meeting held on Monday, 11th May 2009, 1.00-4.00pm at the Manukau Boardroom, Lambie Drive

<p><b>1. Welcome &amp; Apologies</b></p>	<p><u>Present:</u> Ms Colleen Brown (Chair), Ms Heather Grace, Ms Alma Wilson, Mr Ezekiel Robson, Ms Stella Ward, Ms Joanna Katipa, Mr Don Barker, Mr Phil Beilby, Ms Chris Ellis</p> <p><u>In Attendance:</u> Ms Eliza Fa'apu'e (minute taker)</p> <p><u>Apologies:</u> Prof Gregor Coster, Ms Te Aomarama Wilson, Ms Sam Cliffe, Ms Jenni Coles, Ms Miria Andrews</p> <p><b>Resolution:</b> That the Apologies be received.</p> <p><b>Moved:</b> Ms Colleen Brown <b>Seconded:</b> Ms Joanna Katipa <b>Carried:</b> Unanimously</p> <p><u>Welcome</u> Ms Brown welcomed everyone and Ms Katipa opened the meeting with a karakia (prayer).</p>	
<p><b>2. DiSAC Networking and Future Planning</b></p>	<p><u>DiSAC Networking and Future Planning</u></p> <ul style="list-style-type: none"> <li>• In relation to Future Planning Ms Brown suggested taking DiSAC into the Community. Ideally a Community based meeting followed by a Marae based meeting. Serves a dual purpose intended also for older people.             <ul style="list-style-type: none"> <li>- Community based meeting to be held in Sept 09 or in conjunction with what may be happening out there already. Starting off in the Franklin/ Pukekohe area.</li> <li>- Invitation to be extended to Mark Ball the Franklin Mayor, Paul Hutchison and key leaders. Advising them of what we're doing in the community. Invitation also to the local press.</li> <li>- Discussion ensued around possible venues in the Franklin/Pukekohe area as follows:                 <ul style="list-style-type: none"> <li>o Pukekohe Memorial Hall</li> <li>o Pukekohe Hospital, although meeting room is not very large.</li> <li>o Previous Council Meeting held at MIT, attended by Ms Brown, thought it was a valuable way of showcasing what MIT do.</li> <li>o Trotting Club</li> <li>o Collie Road? Has a meeting room, Mr Barker will check the availability.</li> </ul> </li> </ul> </li> </ul>	<p><b>S Ward</b></p> <p><b>D Barker</b></p>

	<ul style="list-style-type: none"> <li>• Find suitable Disability friendly venue</li> <li>• Identify people in the community to be invited. Provides opportunity for them to tell us what they need, and platform for DiSAC promotion/discussion.</li> <li>• Marae based meeting to be held Nov/Dec 09. <ul style="list-style-type: none"> <li>- Invitation to Ms Tania Kingi to present findings in the Maori Disability sector.</li> <li>- Invitation to local Maori as imperative to have their attendance and feedback. Ms Katipa commented requires ample lead in time for Maori.</li> <li>- Mr Beilby mentioned the guide dog on the marae with no carer incident highlights the traditional cultural barriers. Incident has been taken back to the Marae committee, is on the Agenda this month, with a move in addressing. <ul style="list-style-type: none"> <li>○ Work with the Pacific islanders has seen significant ground gained in the last 4 yrs. Cultural belief is that having a disabled family member was punishment for past deeds. There is a lessening of this belief and more awareness around understanding and support.</li> <li>○ Mr Beilby thought it useful to extend an invitation to Dr Siale Foliaki – Chair of Vaka Tautua Board, given first hand experience with his son. Likewise his research done over 7 years, 3 pieces are significant to the Pacific Island disabled.</li> </ul> </li> </ul> </li> </ul>	<p><b>S Ward</b> <b>E Fa'apu'e</b></p>
<p><b>3. Minutes of previous meeting – 20 April 2009</b></p>	<p><u>Amendments to minutes held on 20<sup>th</sup> April 2009</u></p> <ol style="list-style-type: none"> <li>1. (pg4) Ms Heather Grace name to be removed from Present, as apologies were accepted.</li> <li>2. (pg5) Name of blind gentleman to removed.</li> <li>3 (pg6, 3<sup>rd</sup> bullet point) Amend 'Didn't go through Board went through partnership with Diabetics and Community Panel'. To read 'Community Panel input was not taken into account'.</li> </ol> <p><b>Resolution:</b> Following above amendments. The minutes of the previous meeting held on the 20 April 2009 were taken as read and confirmed.</p> <p><b>Moved:</b> Ms Colleen Brown <b>Seconded:</b> Mr Don Barker <b>Carried:</b> Unanimous</p>	



<p><b>5. Procedural Issues</b></p>	<p><u>5.1 Interests Register</u>  To be included on the Interests Register as follows:</p> <ul style="list-style-type: none"> <li>- Ms Brown: Board of Paradigm.</li> <li>- Mr Beilby: CEO of Vaka Tautua.</li> <li>- Ms Katipa: Maori Disability Steering Group</li> </ul>	
<p><b>6. 09/10 Workplan Report</b></p>	<p><u>09/10 Workplan Report</u></p> <ul style="list-style-type: none"> <li>- Ms Ward provided verbal update.</li> </ul> <p><u>Disability Steering Group update</u>  <b>Mr Matt Slade joined the meeting for this item</b></p> <ul style="list-style-type: none"> <li>- The first Disability Steering group meeting for 2009 is scheduled for 28<sup>th</sup> May. No meetings held prior to this date due to the unavailability of people. Last meeting was held on Oct 2008.</li> <li>- CMDHB currently working on adapting flipchart similar to that done at Waitemata.</li> </ul>	
<p><b>7. DiSAC Reporting</b></p>	<p><u>7.1 Pacific Lu'i Ola Update</u></p> <ul style="list-style-type: none"> <li>- Verbal update provided by Ms Ward in Mr Gafas absence, nothing new to report since last DiSAC. Lu'i Ola are diligently working towards their Strategic Action Plan.</li> </ul> <p><u>7.2 Maori Disability Steering Group Update</u></p> <ul style="list-style-type: none"> <li>- Minutes of the Maori Disability Steering Group meeting held on the 17<sup>th</sup> April 2009 included in DiSAC agenda.</li> </ul>	
<p><b>8. Handover of Care Process</b></p>	<p><u>Handover of Care Process</u></p> <ul style="list-style-type: none"> <li>- Stella provided verbal update</li> </ul>	
<p><b>9. For information and discussion – CMDHB Carparking/Drop off zones document – Matt Slade</b></p>	<p><u>CMDHB Carparking/Drop off zones document</u>  <b>Mr Matt Slade joined the meeting for this item.</b></p> <ul style="list-style-type: none"> <li>- Mr Slade gave presentation of his report detailing his research into CMDHB Carparking and Drop off zones in relation to the standards NZS4121.</li> <li>- Report based around MMH: <ul style="list-style-type: none"> <li>o x35 Disabled carparks at MMH</li> <li>o x19 Disabled carparks at Western Campus.</li> </ul> </li> <li>- MMH Main Entrance: Currently no disabled carparks directly outside main entrance due to construction of the new Edmund Hilary Block. <ul style="list-style-type: none"> <li>o Distance: The nearest Disabled parking has been relocated to the other end of the hospital by the Support</li> </ul> </li> </ul>	

	<p>Building.</p> <ul style="list-style-type: none"> <li>○ Narrow carparking: Difficulty for mobility van or manoeuvring wheelchair.</li> <li>○ Temporary measures to be sought for accessible Disabled carparks closer to the main entrance. Whilst construction is ongoing.</li> <li>○ Mr Slade met with Ms Janet Haley and Ms Gaylene Gaffney last year, both are currently working on a carparking report.</li> <li>○ Mr Barker who is on the 20/20 committee will look into acquiring accessible disabled car parks nearer the main entrance.</li> <li>○ CMDHB have an insufficient number of Disabled car parks. Hospitals and schools ought to have more in accordance with NZS4121. <ul style="list-style-type: none"> <li>● Are the current spaces in the best positions?</li> <li>● Where do the majority of patients visit most?</li> <li>● Analysis and investigation</li> <li>● Develop small terms of reference for direction on moving forward.</li> </ul> </li> </ul> <p><b>Recommendation:</b> From Mr Matt Slade detailed in Pages 40-42 of the DiSAC Agenda.</p> <ul style="list-style-type: none"> <li>- Ms Brown stated DiSAC recommendations as follows:</li> </ul> <p><b>Recommendation:</b></p> <ul style="list-style-type: none"> <li>- DiSAC duly notes recommendations of the report on CMDHB Carparking/Drop off zones by Mr Matt Slade</li> <li>- DiSAC recommend to the CMDHB 20/20 committee that all Disability car parks issued has appropriate signage relevant to ISA (International Symbol of Access).</li> <li>- That seating be made available for patients at the main entrance.</li> <li>- That all hazards are removed from Disability Car parks.</li> <li>- Further audit be carried out where implemented modifications have been made for Disabled Car parks.</li> </ul> <p><b>Moved:</b> Ms Colleen Brown  <b>Seconded:</b> Mr Don Barker  <b>Carried:</b> Unanimously</p>	<p><b>D Barker</b></p>
--	--	------------------------

<p><b>10. Disability Taxi Discussion</b></p>	<ul style="list-style-type: none"> <li>- Ms Ward advised that there is a central, sheltered waiting bay area just inside of the MMH main entrance where patients can be collected.</li> <li>- South Auckland Taxi who are contracted to CMDHB may require a brochure regarding Disability parking.</li> <li>- Discussion ensued into developing a brochure in collaboration between DiSAC and Community Panel to publicise the best places to park. Will serve a dual purpose in supporting people to attend appointments.</li> <li>- Ms Brown pointed out the need for careful consideration in relation to mobility vans regarding width/length. Instead of having additional covered areas, the possibility of having x3 dedicated areas for vans.</li> </ul>	
<p><b>11. CMDHB Policies</b></p>	<p>Ms Ward advised that due to the large number of CMDHB policies. Suggested that policies be selected alphabetically, starting with A this month.</p> <p><b>A</b></p> <p><u>11.2 Family Violence Elder-Adult Abuse and Neglect Intervention Policy</u></p> <ul style="list-style-type: none"> <li>- Ms Ward advised that there are x3 screening questions staff must ask.</li> </ul> <p><u>11.3 Advance Directives (Living Wills)-Guideline</u></p> <ul style="list-style-type: none"> <li>- Ms Ward commented that Ms Mary Seddon of Quality Improvement is trialling a form when a patient presents, is monitored for improved outcomes. Ms Ward will find out about progress of trial to date in the Medical Wards.</li> <li>- Discussion arose around the process for Living Wills, and how for some relatives it was the lack of communication, sensitivity and follow up that failed.</li> <li>- Dr Sanakaran Shankar is a Community Geriatrician who is running an excellent programme which has been well received.</li> <li>- Mr Beilby commended CMDHB in coming a long way, in terms of work towards policy application and process involved. Policies are well developed and well implemented has had great feedback.</li> </ul> <p><u>11.4 Complaints Process and Resolution</u></p> <p><u>11.5 Care of the Children and Young Persons</u></p> <ul style="list-style-type: none"> <li>- Provision of guiding principles for the provision of services to children and the young people (this is inclusive of those aged 0 18 years). Inclusive of the Disabled.</li> </ul> <p><u>11.6 Visitors Policy</u></p> <ul style="list-style-type: none"> <li>- Self explanatory.</li> </ul>	<p><b>S Ward</b></p>

<p><b>12. Recruitment of new DiSAC member</b></p>	<p>Ms Ward provided update of DiSAC member recruitment progress to date:</p> <ul style="list-style-type: none"> <li>- Advertisement was published in the following papers last week. Apologies for not advertising in the Papakura/Franklin areas. <ul style="list-style-type: none"> <li>o Botany Times – Advertised Wed 6.5.09</li> <li>o Howick/ Pakuranga Times – Advertised Thur 7.5.09 (online further 3 days <a href="http://www.times.co.nz">www.times.co.nz</a>)</li> <li>o Manukau Courier - Advertised Thur 7.5.09</li> </ul> </li> <li>- Has received expressions of interest.</li> <li>- Confirmed that DiSAC members had received email of advertisement for distribution to their networks.</li> <li>- Agreed that DiSAC proceed with interviews. Discussion around composition of interview panel in accordance with the Committee Member Appointment Process. <ul style="list-style-type: none"> <li>o Interview panel as decided and agreed upon: <ul style="list-style-type: none"> <li>• Ms Joanna Katipa (Mana Whenua)</li> <li>• Mr Don Barker (Board Committee member)</li> <li>• Ms Chris Ellis (Community Committee member)</li> <li>• Ms Colleen Brown (Chair)</li> <li>• Ms Ward (Facilitator)</li> </ul> </li> </ul> </li> </ul> <p><b>Recommendation:</b> That the DiSAC interview panel comprising of Ms Joanna Katipa (Mana Whenua), Mr Don Barker (Board Committee member), Ms Chris Ellis (Community Committee member), Ms Colleen Brown (Chair) and Ms Ward (Facilitator) for candidate short listing be accepted.</p> <p><b>Moved:</b> Ms Colleen Brown <b>Seconded:</b> Mr Ezekiel Robson <b>Carried:</b> Unanimously</p> <p>Ms Brown thanked everyone and Ms Joanna Katipa closed the meeting in a karakia (prayer)</p>	
<p>Signed as true and correct record on 11 May 2009</p> <p>Chair: Ms Colleen Brown</p> <p><b>Resolution</b> The minutes of the meeting of the Disability Support Advisory Committee of Counties Manukau District Health Board of 20 April 2009 are approved.</p> <p><b>Moved:</b> Ms Brown <b>Seconded:</b> Ms Alma Wilson <b>Carried:</b> Unanimously</p> <p>Meeting adjourned at 1520hrs</p>		