

Attendees: Kathryn Jones (Acting Chair), Allison Nichols-Dunsmuir, Kathy O’Neill, Tyler Brummer, Jacqui Lunday Johnstone, Sekisipia Tangi, George Schwass, Mick O’Donnell, Waikura McGregor, Paul Barclay, Thomas Callanan, Lara Williams (Administrator)

Guests: Ngaere Dawson, Wayne Turp

Apologies: Gordon Boxall, Simon Templeton, Dave Nicholl, Susan Wood, Jane Hughes, Kay Boone, Catherine Swan, Ngaire Button, Maureen Love, Hans Wouters

	Agenda Item	Summary of Discussion	Action/Who
1	Karakia Timatanga	Kathryn welcomed the group and Waikura provided a karakia.	
2	Apologies above Conflicts of interest for today’s agenda items	Welcome to Thomas Callanan from the Disability Support Advisory Committee (DSAC). Conflicts of interest - none.	
3	Previous minutes, matters arising	July minutes passed as correct record. Copy passed to Anna Crow for DSAC meeting on 29 Aug. Further discussion of action points. 6. Request for endorsement of Vision Australia link for all CDHB windows users, to assist in development of accessible documents. Paul has viewed and discussed with colleagues. The tool could be useful if it was supported by organised rollout and training. 7. Information Accessibility Charter This national initiative was signed by public sector CEOs and could contribute to the CDHB’s accessible communication aims. Also no other DHB has yet signed. Cross-organisation work is required prior to making a recommendation to EMT that the CDHB sign this Charter (eg the Charter document gets signed by CEO, IT Manager and Comms Manager).	Action Point: Mick will speak with Matt Elliott about rollout, promotion and training. Action Point: Kathy and Mick to start background work on Information Charter
4	Diversity and Inclusion Policy Update Report Themes and Progress	Tyler Brummer updated that a Diversity Manager has been appointed, initially focusing on how we could be doing better with recruitment and supporting Hiring Managers. Discussion on approach to advertising vacancies, link to MSD, making it clear that CDHB values diverse lived experience, removal of the Fit to Work questions on the	Action point:

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	following the Employment Forum	application form, with any relevant issues canvassed with applicants later in the process. The group suggested Kate Gibb's research be used as baseline data to measure improvements in diversity and inclusiveness.	Kathy to send Kate Gibbs research to Tyler.
5	Using Peoples Stories to educate and change attitudes	Ngaere Dawson, Communications, presented a long list of stories that are available for training and meetings. She does each interview in response to a request, and then identifies themes and edits for different topics/purposes. Discussion on how we can use patient stories for promotion and understand of disability issues. Ngaere mostly films in people's homes, and her role is complementary with Medical Illustrations which does more technical work in healthcare settings.	Action point: DSG members are welcome to contact Ngaere to discuss ideas. Action point: Tyler and his team will consider developing diversity and inclusion stories for the Orientation process.
6	Child Development Services – Planning for Increased Delivery and Capacity	Wayne Turp reported on recent announcement of new funding for Child Services on the basis of an acceptable regional plan to be submitted to the MoH by mid-September. A multidisciplinary, whole system approach will be used, building on existing organisational linkages. Discussion of the importance of the Enabling Good Lives and Whanau Ora model principles, equity, and the potential of developmental coordinators.	Action point: Documents to be circulated with minutes
7	Reporting back on themes from the Engagement Forums on the Refresh of the Disability Action Plan.	Kathy O'Neill reported back on the Disability Action Plan workshops held in the Christchurch and West Coast communities. Feedback has been received and summarised. The aim is to develop the refreshed plan so that it is ready for the new DSG in the new year.	Action point: Kathy's feedback summary to be circulated with minutes
7	General Business Accessibility Working Group Update	Allison gave AWG update. She continues to work with the Ex PMH Specialist Mental Health Services Hillmorton project team to integrate accessibility into project management business as usual. Hillmorton Master planning and ID services facilities need to be monitored for access issues. The background work done on the sources of information on disability and accessibility suggest this is a CDHB wide issue – complex, ad hoc, unconnected, unable to assess how we are doing on. Much of it sits in the Quality and Patient Safety part of the CDHB.	Action point: The disability information sources and processes will be on a future DSG agenda.

	Agenda Item	Summary of Discussion	Action/Who
8	Anything that's different in a disabled person's life since we last met.	Not discussed due to time.	
9	Next Meeting	Next meeting Friday 20 September 2019 11am-1pm 32 Oxford Terrace	

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