

Attendees:

Grant Cleland (Chair), Shane McInroe, Dan Cresswell (Meeting Assistant), Rāwā Karetai (Zoom), Harpreet Kaur, Kathy O’Neill, Allison Nichols-Dunsmuir, Joyce Stokell, Catherine Swan, Dave Nicholl, Lemalu Lepou Suia Tuula, Jane Hughes, Rose Laing, Paul Barclay, Thomas Callanan

Apologies: Jacqui Lunday Johnstone, Mick O’Donnell, Sekisipia Tangi, George Schwass, Susan Wood, Kay Boone, Simon Templeton, Elyse Gagnon, Waikura McGregor

Also In Attendance: Faye Tiffin (minutes), Two Interpreters

Speaker: Irihāpeti Mahuika

| Item | Action | Responsibility | Due |
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| 1. | Contact Carina Duke and ask if they can have both a CDHB and DSG representative attend the Greater Christchurch Disability Reference Group meetings. And also obtain a schedule of their meetings. | Tom Callanan | 22/01/2021 |
| 2. | Highlighted individuals to create some simple, measurable actions that be completed within 6 months for the Action Plan Template. | All | 22/01/2021 |
| 3. | Check if there is a CDHB-wide review of the COVID-19 response with an equity lens and that incorporates the DSG Paper. If not check if other reviews (DSG and Irihāpeti’s review) can be incorporated. | Kathy O’Neill | 22/01/2021 |
| 4. | Forward the DSG Covid 19 Paper to Irihāpeti. | Kathy O’Neill | 22/01/2021 |
| 4. | Ask Waikura McGregor if she is available to attend 11 th December meeting with Irihāpeti. | Kathy O’Neill | 11/12/2021 |
| 5. | Follow up with Jules regarding Interpreter Guidelines document, to see if linked to CDHB policy. | Kathy O’Neill | 22/01/2021 |
| 6. | Send Joyce Stokell the minutes from the meeting where Interpreter Guidelines were discussed. | Grant Cleland | 22/01/2021 |
| 7. | Progress report to group on draft of UN Convention. | Allison Nichols-Dunsmuir | 26/03/2021 |
| 8. | Email out the draft paper on Physical Access to the group. | Allison Nichols-Dunsmuir/Kathy O’Neill | 22/01/2021 |
| 9. | Organise a DSG tour of Waipapa Building in the new year. Preferably a Friday 11am – 1pm on a non-meeting day. | Dave Nicholl | 22/01/2021 |
| 10. | To meet with John Wilkinson (Decision Support) to discuss SI PICS and Disability data capture. | Dave Nicholl/ Kathy O’Neill/ Allison Nichols-Dunsmuir | 22/01/2021 |
| 11. | Write report on progress of DSG’s COVID-19 Response recommendations and circulate to group members. | Kathy O’Neill | 24/12/2020 |
| 12. | Review DSG meetings to date and provide thoughts/feedback at January 2021 meeting. | All | 22/01/2021 |

| | Agenda Item | Summary of Discussion |
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| 1. | Karakia Timatanga | Grant welcomed the group and provided a karakia. Group break for morning tea. |
| 2. | Conflicts of Interest | To be added for Rāwā Karetai: <ul style="list-style-type: none"> International Initiative for Disabled Leadership. |
| 3. | Apologies/October Meeting Minutes & Actions | Apologies were given. The minutes from the October meeting were approved. Review of Actions from October meeting: Action point: ✓ Allison circulated discussion points on Articles of UN Convention. Action point: ✓ Future agenda item on P&C disability awareness work. Additional Action point: ✓ Tom followed up with Carina Duke (chair) and shared information with group on the Greater Christchurch Disability Reference Group. <ul style="list-style-type: none"> Tom to go back to Carina and ask if they can have both a CDHB and DSG representative attend the Greater Christchurch Disability Reference Group meetings. Also obtain a schedule of their meetings. Suggestion: Would be helpful to have a map/list of all the various Disability groups in Christchurch. |
| 4. | Template for Monitoring the Action Plan | Discussion on the proposed Template for Monitoring the Action Plan. Based on the 2020/21 Action Plan, Kathy has added some accessible information measures. Individuals from the group have been listed against each of the actions/measures, and are now tasked with identifying some simple, measurable actions that can be completed within 6 months. <ul style="list-style-type: none"> P&C have already identified their actions. Members to modify/edit the wording for the priority actions, by the 15th of January for the 22 January DSG Meeting. |
| 5. | COVID-19 Response: Equity Review | The group welcomed Irihāpeti Manuika, Director of Hauora Māori and Equity at Pegasus Health <i>Kāi Tahu, Kāti Māhaki ki Te Tai Poutini</i> , to discuss her July paper: A Review of Canterbury's COVID-19 Response with an Equity Lens. Irihāpeti provided the group with a bit of background to her COVID-19 Response Equity Review. Working in primary care she noticed during lockdown that the COVID-19 Response wasn't incorporating the stated values around equity. The Review centres on key themes. <ul style="list-style-type: none"> Moving forward: Now looking to focus on what can be done differently for next emergency response. Also focusing on developing TeleHealth, as received good feedback on this during lockdown. |

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| | | <ul style="list-style-type: none"> • 11th December: Irihāpeti meeting with public-facing communications to discuss incorporating equity lens. Kathy to ask Waikura McGregor if she would like to attend as DSG representative. <p>DSG have developed their own Review on the COVID-19 Response with an equity lens, and discussed this with Irihāpeti, including their recommendations:</p> <ul style="list-style-type: none"> - SPOE, contact points, a Disability response strategy etc. <p>Kathy to check if there is a CDHB-wide review of the COVID-19 response with an equity lens and that incorporates the DSG Paper. If not check if other reviews (DSG and Irihāpeti’s review) can be incorporated.</p> <p>Allison also has a list of other groups which have COVID Response reviews. Group consensus that the reviews/recommendations now need to be reaching the key policy/decision-makers to effect any change.</p> <p>Group feedback:</p> <ul style="list-style-type: none"> • TeleHealth: Ensure text is also an available option – as some users can’t use the phone/video call option. • Suggest feeding back to Pegasus on incorporating more of a Disability lens in their equity policies and education development. • Focus: Who will be impacted in the long-term? |
| 6. | Interpreter Guideline – developed by Population Health SLA | <p>Group discussion on the newly developed Interpreter Guideline, which was developed by Population Health SLA.</p> <p>Feedback:</p> <ul style="list-style-type: none"> • Need to examine relationship between this document and CDHB’s interpreter policies, to make sure on same page. • Kathy suggested that this document should be referenced in the CDHB policy if possible. Will follow up with Jules to see if these are linked. • Grant to send Joyce the minutes from the meeting where the Interpreter Guidelines were discussed. |
| 7. | Draft of UN Convention feedback | <p>Allison provided the group with some feedback and update on the articles for the draft UN Convention. Not all of the articles were covered at the last meeting, so there will likely be another meeting to discuss the remaining seven. She thinks some of the articles require discussion with P&C.</p> <ul style="list-style-type: none"> • Progress report due at 26th March DSG meeting. • DSG members will determine some measures and priority actions to inform this piece of work. |
| 8. | Update on Accessible Information Charter | <p>Group congratulations to Kathy O’Neill on the passing of the Accessible Information Charter by both the Advisory Committee and the Board.</p> <p>The Accessible Information Working Group will meet next on Thursday 3rd December to now develop an Action Plan.</p> |

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| 9. | Update on Physical Access paper | <p>Group discussion of Allison’s draft paper on Physical Access, which has now been signed off by the Leadership Team.</p> <p>Grant read the template/draft paper to the group (also to be emailed out). Group to read and send any feedback to Allison directly.</p> <p>Allison trying to get MoH buy-in, as this could be a helpful tool/investment for them to incorporate in their decision to fund new buildings.</p> <p>Group discussed the new Waipapa Building. Feedback is still being collated on the function of the building for another 6 months. Group expressed interest in touring the new building in order to provide their feedback - Dave Nicholl to organise.</p> |
| 10. | Report back on other meetings | <ul style="list-style-type: none"> • DSAC: Productive meeting with Māori/Pasifika forum. Received great feedback. This group expressed interest in developing a shared workspace with DSAC and want to meet again in the new year. • DSAC: A lot of new membership this year. Noted the positive feedback from members of other groups and successful raising/awareness of issues. • Combined CPHAC/DSAC meetings: disability issues regularly on agenda and receiving good visibility. |
| 10. | Disability Data Capture | <p>Brief discussion over lack of Disability data capture in CDHB information systems. Ministry of Health currently seeking feedback on Health and Disability Services Standards Review (due 13 January 2021).</p> <ul style="list-style-type: none"> • Dave, Kathy and Allison to meet with John Wilkinson (Decision Support) to discuss SI PICS and Disability data capture. |
| 11. | COVID-19 Response Review – Update on recommendations | <p>Before the Christmas break, Kathy will go through DSG’s Review of COVID-19 Response paper and will write a report on progress of recommendations to date. This will be circulated to DSG members.</p> |
| 12. | DSG Meeting Times | <p>Clarification that DSG meetings in 2021 will be every two months. There are currently no further meetings scheduled in between these dates, however, further meetings may be scheduled on a case-by case basis as and when needed – e.g. if workgroup needed to focus on measure/tasks of the Action Plan.</p> <p>Clarification that Dan Cresswell’s official title is Meeting Assistant. If required, minutes and meeting notes to be corrected accordingly.</p> <p>Over the Christmas/New Year break, members are being tasked with reviewing the DSG to date and to be prepared to feedback to group in January meeting:</p> <ul style="list-style-type: none"> • What can we do to improve? • Anything else that would like to see done differently? |
| | Next Meetings | 22 January 2021, 26 March 2021, 22 May 2021. |

Meeting close at 1pm.