

**CONSUMER COUNCIL MINUTES**  
**Monday 24<sup>th</sup> September 2018**  
**The Front Room, Design Lab**  
**11:30 – 2p.m.**

***Nothing About Us, Without Us***

**Attendees:** Miles Jackson (acting Chairperson), Stephen Phillips, Julie Whitla, Gary Endacott, Dr Zhiyan Basharati, Toe Smith, Henare Edwards, Pauline Mohi, Wayne Turp (P&F Project Specialist), Darryn Williamson, Dr Sarah Zino, Marg Coberger, Lara Williams (Facilitator)

**Council CDHB Sponsor (not in attendance):** Carolyn Gullery (Gen Manager P&F)

**Speakers:** Aarti Patel and Gareth Frew, Canterbury Community Pharmacy Group (CCPG)

**Apologies:** Chloe Biddick, Dr Salina Dhakal (maternity leave), Sue Nightingale, Lesley McKone

**Minutes**

**Welcome by Miles**

Amendments made to August meeting.

- None, minutes accepted.

**Discussion items**

Darryn represented Consumer Council at National OT conference, very successful feedback.  
National Foundation for the Deaf Silent Leadership Challenge – deferred to October meeting.

Kerry Smith resignation received.

RCPHO to be removed from representation spreadsheet as Kerry attends for another group. Kerry's other groups have been reallocated as follows.

- ENT credentialing - Toe Smith **Action point** – Carol has been put in touch with Toe
- IUMG – this project now finished. **Action point** – Lara has updated representation spreadsheet

- Patient Information Group – Lara doesn't have notes on this, Lara will remove from the spreadsheet. If it comes up at later time it will be readded.
- Healthinfo.org.nz – Sarah Zino **Action point** – Lara has contacted Sally Watson to contact Toe

## Speaker

Aarti Patel and Gareth Frew, Canterbury Community Pharmacy Group (CCPG)

Not all pharmacists are members. CCPG supports pharmacists to deliver integrated services across the system. Services include stop smoking service, pharmacists ability to refer to that service.

Question about Information leaflets – feedback that the CDHB medication fact sheets are complicated. They will take feedback on board but they are written by CDHB. We will contact Elle Coberger.

*Question* about why all pharmacists are not involved.

Historical background tied with Community services pharmacy agreements. Some were national. Not all pharmacists belong to these agreements. Eg Unichem and Life Pharmacy have a link to Green Cross, they are bigger sector. 2009 some agreements were negotiated nationally.

*Question* about if the pharmacist questions the prescriber. Gareth said this does happen commonly, often without the consumer knowing. There are direct links

Eg a gp, then a specialist, prescribe two medications specific to their own specialities. The pharmacist does get an alert, they will call the prescriber. Medicine assessment service would kick in.

Feedback is the medicine assessment service in consumers homes is fantastic. Other positive is pharmacists having their own consulting room to discuss medications privately.

Another positive are GPs inviting pharmacist into monthly medical assessment.

**Action point** – Darryn to provide two medication sheets to Lara.

**Action point** – Lara to send sheets to Elle Coberger, mentioning our meeting with CCPG reminded us.

## Requests for Representation

Hand hygiene group – Pauline Mohi has offered.

**Action point** – Lara has emailed Carmel in Quality to contact Pauline directly.

CCN ALT group – Zhiyan has sent application and will report back.

## Consumer Council discussion

### Item One - Proxy votes

Proxy votes will not be accepted generally this is to be consistent across the board. If they are accepted, there will be a common sense approach taken that proxy votes will be based on well informed information. It is likely that proxy votes will be used for election of members. Eg if a member can't attend, they will be sending in a vote having been well informed on what will be discussed in the meeting. This will be discussed the next time ToR is updated

**Moved Stephen**

**Secoded Marg**

### Item Two - Preference for voting or motions

Preference for motions to be discussed then moved by a forwarder and seconder.

### Item Three - Call for nominations process

Internal nominations notified to the group first. The vacancy will always be sent out to public to ensure transparency. The vacancy will also be sent to members to distribute to their networks.

The Facilitator will help the Council by using the existing database, albeit outdated. Vacancies will also be sent to Council members to send out to their groups. This will help the Facilitator to find a good response rate of applicants from the wide community.

Agreed by group

### Item Four - Movement of Reps into other roles

Members can move internally into other roles, this will be sent as an agenda item and discussed in the meeting.

If Council is in agreement, the role they are moving out of will then become vacant and will be advertised.

If the Council isn't in agreement of that movement, the role they are interested in will then be advertised.

The members existing time period will continue over. Eg if they are in a role for 2 years and move into another, their new role doesn't start a new time period.

That Gary moves into physical disability role. The Council discussed and felt this wasn't needing external advertising. Gary's Intellectual disability role will be advertised

**Moved Darryn**

**Secoded Stephen**

**Action point** – intellectual disability is now vacant. Lara will send vacancy to database that she has. Once this is done it will be sent to members to help with finding applicants.

#### Item five – CDHB website photo

The 2017 photo will stay on the website until a new one is taken in January 2019. This will enable newly elected members to be in the photo.

**Moved Henare                      Seconded Sarah**

#### Item six – Leadership Group

That this be 5 members as per Terms of Reference. Gary elected as 5<sup>th</sup> member.

When we review the Terms and Reference (January 2019) we can then discuss to reduce the number of members on the Leadership Group or keep it the same.

**Moved Darryn                      Seconded Pauline**

#### General Business

Entire council invited to XClr8 courses In future, invites to XClr8 or any meetings that have previously gone to the Leadership Group will be circulated to the entire Council.

**Action point** – Lara has contacted XClr8 to ask them to send invite to entire Council, with an overview of what is being featured. This changes each meeting, so will interest different members.

Lara has sent an update to confirm the November change of date. It is now 19<sup>th</sup> November to enable David Meates and Carolyn Gullery to attend.

Meeting closed 2pm

#### ITEMS FOR FUTURE MEETINGS

Monday October 29<sup>th</sup> – there are 5 Mondays in October

**Date change to 19<sup>th</sup> November.** This has been sent to everyone. This date is so David Meates and Carolyn Gullery can meeting the Council. This is the final meeting of the year.