

**CONSUMER COUNCIL MINUTES**  
**Monday 24<sup>th</sup> June 2019**  
**Design Lab, Print Place**  
**11:30 – 1:30p.m.**

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

**Attendees:** Dr Zhiyan Basharati (Chairperson), Miles Jackson (Deputy Chairperson), Julie Whitla, Gary Endacott, Toe Smith, Henare Edwards, Pauline Mohi, Wayne Turp (P&F Project Specialist), Darryn Williamson, Marg Coberger, Chloe Biddick, Julie Shepherd, Mike Button, Joanne Gumbrell

**Canterbury DHB:** Carolyn Gullery (Gen Manager P & F), Lara Williams (Facilitator)

**Apologies:** Sue Nightingale, Dr Salina Dhakal (maternity leave), Sue le Mesurier, Tom Scott

**Welcome by Dr Zhiyan Basharati**

**Previous Minutes**

May minutes accepted.

*Approved Gary Seconded Julie (S or W?)*

Outstanding action point

- Thank you letter has been drafted for Salina, stating the council has decided to recruit another Representative. Salina is welcome to reapply. Draft letter is with Zhiyan for signature

Apologies accepted.

*Approved Gary, Seconded Miles*

**1. General Business**

2019 group photo and individual photos taken for CDHB website and CEO Update.

Individual photos will be used for volunteers cards, Lara will order through CDHB id badge office.

These will be photo cards, not swipe cards.

Julie Shepherd updated the group that there is a volunteers carpark available in St Asaph St.

Access needs to be applied for. Once Julie's photo card is produced, a separate swipe card is produced for the carpark. If any other members would like access contact Lara.

**Action points:**

- Lara to get cards through id badge office.
- Lara to request access for volunteers carpark for Julie Shepherd.
- Nametags to be provided for meetings, Lara to do.

Thanks given by Henare and the Council to Marg Coberger acknowledging her service. The Children's & Family Health vacancy will be recruited for soon. Contact Lara if you have an applicant you would like to nominate.

## 2. Request for Representation

Irene de Rooy sourcing Consumer Engagement Marker Committee representation. Sue's cv has been forwarded with her nomination.

*Approved Miles, Seconded Pauline*

## 3. Terms of Reference

Remainder of meeting dedicated to this.

## 9. Accountability

- The Consumer Council, is established by the Canterbury DHB, is ~~and will be~~ accountable to the Chief Executive of the Canterbury DHB.
- A report of the Consumer Council's activity will be developed every six months and presented to the Board via the Chief Executive.
- **Action point** – Wayne to write sentence outlining accountability

Discussion notes - Accountability is two way.

Gary proposed a motion 'That our Chairperson and Deputy CP should have a quarterly, or once/twice a year, meeting with the CEO.'

*Moved Gary Seconded Julie Shepherd*

## Decision on key points to send to David Meates

1. Terms of Reference are being updated

### Next meeting:

Monday 8<sup>th</sup> July 2019 Leadership Group  
Monday 29<sup>th</sup> July 2019 Consumer Council