

**Date:** Wednesday 13<sup>th</sup> February 2021, 12.30pm – 2.30pm

**Venue:** Design Lab, Print Place

**Attendees:** Adrian Price (Chair), Anne Spaul, Amanda O'Brien, Debbie Savin, Joanne Gumbrell, Julie Potter (Administrator), Jen Shields, Julie Shepherd, Kathy O'Neill (Planning & Funding, by Zoom), Kylie Taylor, Pauline Mohi, Sarah Drummond (by Zoom).

<b>Welcome &amp; Apologies</b>	
Adrian opened the meeting with a Karakia and welcomed all Consumer Council (CC) members to the meeting.	
<b>Apologises:</b>	Hanan Almoghrabi
<b>Absent:</b>	Shreezana Chhreti
<b>60 second status update</b>	
Each member provided a brief summary of what they have been working on since the last meeting.	
<b>Work Plan</b>	
<p><b>Partnership and Process</b></p> <p>Discussed how representation requests were handled in the past and what the best process might be to connect with other key stakeholders and groups in the future. Agreed that building a relationship between the new CDHB CEO and the CC Chair is a priority.</p> <p>Connection with Canterbury Clinical Network (CCN) and having a CC representative back on the Alliance Leadership Team (ALT) would be beneficial for strong connection across the workstreams in the Canterbury Health System and with other CDHB consumer groups.</p>	<p>Arrange introductions/ meetings with CEO and CCN Programme director</p> <p>Kathy to identify any other key groups for CC connection</p>
<b>Minutes from previous meeting</b>	
<p><b>Corrections to the minutes</b></p> <p>Work Plan – Partnership changed: “reconnect” to “connect”.</p> <p>Minutes accepted.</p>	
<p><b>Action points from last meeting</b></p> <ul style="list-style-type: none"> <li>Julie P to organise Board room venue for March meeting - <b>completed</b>.</li> <li>Members to confirm which groups they attend and in what capacity - <b>completed</b>.</li> <li>Send report template and links to groups to Debbie - <b>completed</b>.</li> <li>Review CC vacancy advertisement and share/update contacts database – <b>completed</b>.</li> <li>Follow-up with CDHB Comms Manager re missed WellNow deliver – <b>completed</b>.</li> </ul>	<p>Connect Julie S with CDHB Comms Manager re WellNow delivery</p>
<b>Speaker Slot</b>	
<p><b>Jen provided an overview of her work with Qtopia</b></p> <p>Qtopia is a social support and advocacy service for young people in the LGBTQIA+ community in Canterbury. This comprises of youth groups (13-18), phoenix group (18+), whānau support, and the provision of education and resources.</p> <p>Diversity and Inclusion workshops are run for charities, schools and other organisations who want to gain practical skills to create an inclusive environment. Qtopia also assist with writing policies.</p> <p>Qtopia’s focus for 2021 is to:</p> <ul style="list-style-type: none"> <li>provide better support to the regions.</li> <li>Work along side Youth 298 to provide support peer support for transgender people.</li> </ul> <p>Jen is a member of the Canterbury Clinical Network Transgender Health Working Group. Established to strengthen the partnership between trans community and health</p>	

<p>professionals and advise the Canterbury Health system on ways to improve equity of health outcomes for transgender and non-binary people.</p> <p>Due to funding changes in 2020 the clinic providing care and to the 18-20 year old people was closed. This has left a gap for this population group, and now a priority focus for the working group, to ideally have the clinic reopened.</p>	
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<b>General Business</b>	
<p><b>Speaker slots</b></p> <p>Discussion on and ideas shared for speakers at CC 2021 meetings.</p> <p>Agreed that each month one CC members should have a 5-minute slot to provide an overview of their role and work as CC representative.</p>	<p>Pauline to be CC speaker at March meeting</p>
<p><b>CC member representation on other groups</b></p> <p>The group reviewed and updated the CC member representation list. This is used to ensure CDHB CC representation is maintained on CDHB working and other groups when a CC member resigns or has reached the end of their term.</p> <p>It was agreed that where the member attending these groups felt that the content of meeting was relevant to CC, a Meetings Attended Report could be submitted to the TEAMS site for sharing with other CC members.</p>	
<p><b>Request for representation</b></p> <p>The CDHB Infection Protection and Control Committee had asked for representation. Kylie agreed to attend meetings on behalf of CC.</p>	<p>Connect Kylie with IP&amp;C group</p>
<p><b>Resignations and recruitment</b></p> <p>Resignations were received from Jaye Bailey (Family &amp; Child) and Sarah Drummond (Chronic Health) during January. Toe Smith (Pasifika) had also reached the end of her 5-year extended term with the council.</p> <p>Sarah will continue to support the CC remotely via Zoom attendance, maintaining her networks to assist in recruitment of a new representative for Chronic Health.</p> <p>Recruitment processes and the structure of council representation were discussed. It was agreed that:</p> <ul style="list-style-type: none"> <li>• Kylie would represent all disability groups (previously 2 reps)</li> <li>• finding Pasifika and Youth representation would take priority.</li> <li>• consolidation of work plan and review of council representation structure would be completed prior to commencing recruitment process</li> </ul>	
<p><b>Consumer Council TEAMS site</b></p> <p>Brief review of the content and purpose of the CC members TEAMS site. This will be a repository for members to share information and feedback. Its functionality and use will be refined and developed over time to meet CC requirements.</p>	<p>Invitation to teams to be sent to all CC members</p>

Meeting closed: 2:40 pm

**Next meeting: 10<sup>th</sup> March at CDHB Corporate Office**