



West Coast DHB Disability Steering Group

MINUTES –28 June 2022

By Zoom, 1pm – 2 pm

Present: Jane George, Kathy O'Neill, Margaret Woollett, Mike Nolan, Miles Roper, Rosie McGrath, Ingrid Rammers (minutes)

Apologies: Caro Findlay, Imogen Squires, Jacqui Lunday Johnstone, Jo Newton, Karen Robb, Kylie Parkin, Mai-lin Van Mulligen, Maria Mann, Rosalie Waghorn, Sarah Birchfield, Trudi McGrath

	Agenda Item	Discussion	Action point
1.	Welcome Karakia Apologies received Any conflicts of Interest	By Michael Nolan <i>Note:</i> Mai-lin van Mulligen withdraws her membership of the WCDHB Disability Working Group because of COVID-related work commitments. By Michael Nolan Apologies as above <i>Note:</i> Apologies also from Raisa Joensuu Child Health Coordinator, WCDHB. She is new in the role and will start joining the WCDHB Disability Steering Group from July. None	None
2.	Muscular Dystrophy Association – general information	Michael Nolan is a member of MDA South Island Te Waipounamu branch. The National organisation Chair also runs the National office (as Executive Chair). They will soon be looking for sponsors for the campaign 'Roll 1K' which will be held in August. With last year's campaign about \$38,000 was raised across the country. It will be promoted through Social Media. The association is divided into several territories in NZ: North from Taupo up / Central from Wellington to Taupo / South Island. It is run overseen from the National office and National Committee with each region having its own branch committee.	None



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		<p>They have around 850 members in the SI and around 1,400 in the NI. It includes all ages.</p> <p>There are 3 field workers in the SI branch who go out in community.</p> <p>At the next AGM (April) a new SI committee will be formed. One Administrator is based in Christchurch.</p> <p>A lot of fund raising is done last coordinated each year. They publish a monthly branch newsletter and a National publication for all of their members.</p> <p>A confidentiality arrangement is in place where the information they have is retained between them and the restricted files where member information is recorded.</p> <p>MDA had their 60th anniversary in 2019. They are aligned to similar organisations in the world.</p> <p>There are ca 60 plus neuromuscular conditions under their umbrella. It is a member of the DPO coalition that coordinates on a regular basis with the ministry.</p> <p>As a member, Michael will be able to forward information to the organisation.</p>	
3.	<p>This is the start of fine tuning of the Action Plan, focussing on the first three objectives.</p> <p>At the next meeting in July more objectives will be discussed.</p>	<p>Objective 1 – WCDHB will be an Equal Opportunity Employer</p> <p>Priority actions are:</p> <ul style="list-style-type: none"> - People and Capability to undertake a survey of staff who identifies having a disability. - People and Capability to provide a quarterly update on their actions to increase diversity within the WCDHB. - DSG to have input into the actions. - West Coast project search. 	<p>Action point -</p> <p>Action plan on July agenda</p>



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		<p>It is important to get help from WCDHB Management to get this objective across.</p> <p>At this point, the CDHB has made marginal improvement in the space of diversity and disability awareness. A platform is created as well as a policy on diversity and inclusion around their recruitment processes, which is a great start.</p> <p>A staff member of People and Capability, who is leading the diversity work around disability awareness, will be guest at the CDHB Disability Steering Group meeting of 4 July TBC</p> <p>Kathy O'Neill will ask P&C to present to the WCDHB DSG what they have achieved so far and how they intend to implement this on the WCDHB.</p> <p>Decision: wait until more is known about the People and Capability engagement after which further discussion will take place.</p> <p>Objective 2 - Increasing staff disability responsiveness, knowledge and skills</p> <p><i>Training</i></p> <p>It is important to set up staff awareness training modules regarding people with a disability. This could be online training; through Health Learn might be a possibility.</p> <p>Decision: the WCDHB DSG will recommend the DHB Clinical Leaders group to support this objective. Michael Nolan will set up a draft recommendation document which will be circulated within the WCDHB DSG (ready 4 July).</p> <p>Sarah Birchfield will be asked for input as</p>	<p>Action point – Kathy O'Neill: to request P&C presentation to WCDHB DSG</p> <p>Action point – Michael Nolan: set up a draft recommendation document, circulate, adjust and send to</p>
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		<p>well as this was one of her ideas. The final form will be sent to Jane George on 6 July.</p> <p>Jane George will check on the process of raising a training funding request with the DHB and how many people would have to have access to the training and how probably to split the costs.</p> <p><i>Lanyards</i> A variety of tools, such as lanyards, wristbands and badges are created to make it possible for people to indicate having a hidden-disability. They are on line available through the Mobility Centre (www.mobilitycentre.co.nz) and other disability equipment outlets and organisations. Airport (Auckland, Wellington, Queenstown) employees are trained on this already, frontline staff at the hospital could be taught as well. After the training is completed, the different tools can be made available at Te Nikau.</p> <p>Objective 3 - Services and facilities are designed and built to be fully accessible</p> <p>It is important to have our input from the start of the planning process so there will not be made the same mistakes as made on other locations. Regarding this, it might be a good idea to have a look at the current developments in Westport.</p> <p>Good signage is important / accessible toilets / easy access car parking / doorways etc, everything that make facilities better designed for people with a disability. It is acknowledged that it is very hard to get it right for all groups of disabilities.</p>	<p>Jane George. Ready 6 July.</p> <p>Action point – Jane George: discussion with DHB</p>
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		<p>It turned out that it was very difficult to solve the problems at Te Nikau after completion.</p> <p>For the new built Waipapa building on the Christchurch Campus a specialist disability assessment was done and recommendations were made to the Facilities Committee – some things were able to be changed at minimal costs.</p> <p>Kathy O'Neill will, on behalf of the WCDHB DSG, draft an email for Jacqui Lunday Johnstone with a request to have a process identified for the Te Nikau building and what needs to happen at an early stage for the mental health building Westport.</p> <p>It is important not to wait too long because afterwards there is only a certain amount that can be adjusted at reasonable costs. Kathy will also ask where to get information on timeframes and contact details of people involved. The draft email will be circulated within the group.</p> <p>It is suggested that it might be a good idea to have someone in the Facilities Committee that has a disability or someone with that focus.</p>	<p>Action point – Kathy O'Neill: Draft an email, circulate, adjust and send to Jacqui Lunday Johnstone</p>
4.	<p>Action items from previous meetings</p> <p><i>Implementation of Bed Board West Coast Hospitals</i></p> <p><i>Supervised RATS Tests in accessible format</i></p>	<p>The current white boards on the wall seem very effective. Jane George is to follow this item up.</p> <p>Kathy O'Neill has given written feedback on this subject. The approach to take seems straight forward but it is actually quite complicated because each different RATS</p>	<p>Action point: Jane George</p>



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	<p><i>Patient Portals in General Practice</i></p>	<p>Test has its own instructions. This has been raised on a national level through DSS and we hope they are working on it.</p> <p>Miles Roper gave an update on the West Coast DHB practices.</p> <p>There is a gradually increase of Patient Portals.</p> <p>Around 500 people across the coast have signed up and more people are encouraged to do so.</p> <p>Consultation notes have gone live on 21 June, any new presentations will be visible in the Portal.</p> <p>Currently there is an education campaign going with the Te Nikau staff regarding using the appropriate language because of the visibility of the information on the Portal.</p> <p>In the next couple of weeks District Nursing is being onboarded into the Practical ... App called Indici This will also be visible in the Patient Portals.</p> <p>The future faces for the project will becoming in a slightly different platform but some of the information might be integrated in the Patient Portal. (sorry, not sure on this paragraph – don't recall the conversation)</p> <p>Currently, there is no access to the information on how many people are actually using the Portal. It can be used to book appointments. It is still in very early stages. People are encouraged to sign up, there will be more advertising done in the next weeks.</p>	
	<p><i>New memberships</i></p>	<p>The WCDHB DSG haven't managed to gain more members lately.</p>	



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		<p>It is Michael Nolan, Chair presented an update on the Disability Steering Group to the DHB Advisory Board on 9 June. It was then mentioned, that a young intern who has a disability might be interested to join. Michael Nolan has met representative Kylie Parkin who is part of Tatau Pounamu which will be dissolved the end of June to check whether members of that group would be interested to join.</p> <p>The change of the health system this week might will result in changes for Tatau Pounamu.</p> <p>Margaret Woollett will ask a couple of members (in their early twenties) of 'Blind Low Vision' whether they are interested to join. They are based in Greymouth.</p> <p>Jane George has spoken to one of her team members who is the program manager for one of the mental health programmes. She has done a lot of work with Rangatahi over the years; she might know some people as well.</p>	
5.	Update on paper presented to the Board on Respite for Children.	There is no new information available. Jane George has had some follow-up conversations with Oranga Tamariki and the Ministry of Social Development. It is a difficult problem for which it is really hard to find a good answer to.	
6.	Any concluding comments/reflections	None	
7.	General Business	Michael Nolan shares with the group that unfortunately he was treated in a discriminatory manner within the DHB. This incident is picked up on senior level. The question is, how can this unfortunate incident be turned into a learning point.	



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		There need to be a culture from management to staff to think twice how to interact with other people, not only people with a disability. It is important that people treat each other with respect.	
8.	Closing Karakia	By Rosie McGrath	
9.	Next meeting: 26 July 2022 (since cancelled, next meeting 24 August 2022)	Presumably in person at the Greymouth St John meeting room.	