



Te Whatu Ora
Health New Zealand
 Te Tai o Poutini West Coast

West Coast DHB Disability Steering Group

MINUTES –22 November 2022
 By Zoom, 1pm – 2.30 pm

Present in person: Mike Nolan, Jo Tiller, Rosie McGrath, Margaret Woollett, Ruth Teasdale, Miles Roper, Claire Osborne, Karen Robb

Present on Zoom: Sarah Birchfield, Vivienne Patterson, Jo Newton, Lara Williams (minutes)

In attendance on Zoom: Prudence Walker, CE of DPA (Disabled Persons Assembly)

Apologies: Jacqui Lunday Johnstone, Imogen Squires, Trudi McGrath, Margot van Mulligen, Rosie McGrath, Kylie Parkin, Raisa Joensuu

	Agenda Item	Discussion	Action point
1.	Welcome Karakia Apologies received Any conflicts of Interest	By Mike Nolan Apologies as above None	None
2.	Any conflicts of Interest Review and approval of previous minutes	None October minutes approved.	

2.	Introductions	Welcome to Prudence Walker. In attendance Claire Osborne, Senior Manager, Planning & Funding, WC.	
3.	Prudence Walker, CE, Disabled Persons Assembly	National organisation providing equity change for disabled people. Pan impairment organisation, not impairment specific. Board and 90% of staff identify as disabled. Has staff member who can assist with regional submissions. Funding though MSD around equity in employment. Hoping to extend the Waikato programme.	

		<p>Parents of children with disability or neurodivergent <18 would benefit joining, with other members with lived experience offering a view from their experience.</p> <p>www.dpa.org.nz link to signing up for newsletter and/or free membership.</p> <p>DPO is one of six organisations in coalition, role in relation to UN Convention to rights of people article 4.3. Governments who are signatories have a responsibility to consult with disabled people through their representative organisations. This mandate allows consultation as one of the groups NZ government consults with. Disability action plan consultation also allows DPA access to offer government standards advice. Prototypes around Te Whatu Ora. Potentially would be interested.</p>	
4.	<p>Previous meeting minutes - taken as read</p> <p>Matters arising from minutes / action items</p>	<p>Carry forward to January meeting</p> <p>Action point: Karen Robb to setup safe worksite visit Feb 2023.</p> <p>Action Point: signage to be looked at in January.</p> <p>Action Point: Taxis. Mike, contact Rawa/Kerlein</p> <p>Work in progress</p> <p>Action Point: Mike/Margaret/Brett Woodhouse, attend meeting with Phil Wheble, Rob Ojala (Jayne Henare EA to Jacqui) Work in progress, date to be set</p> <p>Action Point: Margot, follow up with Jane re clinical leads / training date WIP as Margot not present at today's meeting</p> <p>Action Point: Mike, speak with Grant Cleland re EGL</p> <p>Work in progress, Mike will email before January meeting Action Point: Karen, follow up with Marion Smith re Whanau room Karen has asked Mary on development of the room fitout. Consultation process will follow. Mike will attend, and Margaret. Karen to send meeting invite to Mike.</p> <p>Action Point: Membership, Māori Representation. Sarah knows of MWWL member to approach. Claire Osborne can advise on NGO sector for Māori membership</p> <p>Actioned: Mike, contact Lorraine Scanlon / ask re Buller member . Mike has met Lorraine, Lorraine will approach some people to join WCDSG.</p>	

		<p>Actioned: Lara, recruitment papers re new members Actioned since meeting. Papers sent to Mike and Sarah. TOR has been sent to Mike and Sarah.</p> <p>Actioned: Sarah, Grandparent with Grandchild, re potential member Mike will do, recruitment papers sent to Sarah</p>	
5.	<p>Plan for 2023 / first 2023 meeting preparations</p> <p>- Update Action workplan</p>	<ul style="list-style-type: none"> • Minimum requirements on Code • Connections. Break down into achievable points. • Diversity videos of lived experience • Link in with Leading Lights and MOH/MOE tools to reach whānau?. Arrange visit from Polly • Localities, Claire Osborne is available to offer advice • Invite Holly to next meeting. • Jo to bring education framework to share. • Equal Opportunities Employer – Mike to follow up with Akira. • One day workshop • Meet with facilities group, to get a seat at the planning table • Patient Experience Survey as regular item. Summary paper goes to Clinical Board. 	<p>Action points:</p> <ul style="list-style-type: none"> • Arrange visit from Polly • Invite Holly to next meeting • Mike to followup with Akira • Margaret to give regular updates on Survey.
6.	<p>General Business</p> <p>Contact from Paul Barclay</p> <p>- braille in lifts/signage</p> <p>Show your Ability (Chch 17 Oct 2022) / feedback</p> <p>IIDL / IIMHL (Chch 25-27 Oct 2022) / feedback</p>	<p>Mike attended IIDL conference, concern on no Te Whatu Ora representation. Mike proposed writing to Phil Wheble to emphasise importance of WC attendance. Add in networking with DPA as a result. Mention calendar as a wishlist to encourage service providers to attend events.</p> <p>IIMHL – disability leadership and civil defence management focus. WC involvement again asked.</p> <p>National calendar of events? DPA have this on their wishlist website to gather events of interest for members and whānau.</p> <p>Braille buttons, left of control panels as standard. Braille is underneath. Paul Barclay (Canterbury) advice has gone to Brett. Margaret has met with Brett.</p> <p>Patient Portal, need to bring in lived experience to encourage engagement with disabled community.</p>	<p>Action point:</p> <p>Mike to write letter to Phil Wheble.</p> <p>Action point:</p> <p>Margaret to circulate signage minimal requirements.</p> <p>Action point:</p> <p>Miles to contact Mike for advice</p>
7.	<p>Concluding comments/reflections</p>		
8.	<p>Closing Karakia</p>		
9.	<p>Next meeting:</p>	<p>24 January 2023, Corporate Offices, Boardroom</p>	