



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

**West Coast DHB Disability Steering Group**

**MINUTES – 23 May 2023**

**By Zoom, 1pm – 3pm**

**Present in person:** Mike Nolan, Margaret Woollett, Rosie McGrath, Sarah Birchfield, Margot van Mulligen, Cathy Blincoe for Jo Tiller, Imogen Squires

**Present on Zoom:** Ruth Teasdale, Claire Osborne, Lara Williams (minutes)

**Apologies:** Jo Newton, Karen Robb

**Not present:** Jacqui Lunday Johnstone, Vivienne Patterson, Kylie Parkin Trudi McGrath, Vicki Roper

Resignations received from Miles Roper and Jo Newton

	Agenda Item	Discussion	Action point
1.	Welcome  Karakia  Apologies received  Any conflicts of Interest	By Mike Nolan Group photo taken  Apologies as above  None	None
2.	Any conflicts of Interest Review and approval of previous minutes	March 2023 minutes approved. April meeting not held.	
3.1	<b>Action points</b> Manawanui slides from Marsha Marshall circulated, actioned		
	<ul style="list-style-type: none"> <li>Training for frontline staff (Healthlearn / CL team / Mike to talk to Jackie on clinical training</li> </ul>	Margot writing brief for approval of training spend. Waitemata is the only region to have these. Margot has contact. Will be positive for WC to have this, the second region to lead the way. The scheme host <a href="https://hiddendisabilitiesshop.com.au/">https://hiddendisabilitiesshop.com.au/</a> .	<b>Action point:</b> Margot to contact Waitemata on Infection

	<ul style="list-style-type: none"> <li>• Mike /contact Imogen re coms on whanau room promotion (Mike/Margaret spoke with Donna Martin)</li> <li>• Mike / contact Imogen re social media com's in disability space</li> <li>• (carry over) Jacqui / contact counterpart at Te Whatu Ora Waitemata re implementing sunflower lanyards</li> <li>• Mike / contact Trudi re recent hidden disability training</li> <li>• Mike to resend Action Plan / larger font for Margaret</li> <li>• Rosie to find out information on Hokitika mobility taxi funding / how it was funded</li> </ul>	<p>Approximate cost \$1000 with 40 lanyards and access to training.</p> <p>Mike met with Donna Martin. Suggestion made to for posters promoting Te Nikau whānau room onsite and to the community. Consumer Advisory Group feedback is there is no awareness of the whānau room. Buller facility has whānau room. Separate staff area provided. Vending machine in whānau room not feasible.</p> <p>In progress, Imogen actioning</p> <p>Discussed above.</p> <p>Mike has emailed Trudi.</p> <p>Margaret to reset font and resend to Mike.</p> <p>Rosie to attend meeting in Westland</p>	<p>Protection and Control process for cleaning Sunflower lanyards.</p> <p><b>Action point:</b> Whānau room posters with Donna Martin to action</p> <p><b>Action point:</b> Margaret to reset action plan to larger font and resend to Mike</p> <p><b>Action point:</b> Rosie to report on Westland meeting regarding mobility taxi funding</p>
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4.	<p>13/4 Walk through Buller hospital new build with Brent Woolhouse and Karen Robb</p>	<p>Slideshow circulated and shown.</p> <p>One of the side emergency exits is stairs only – should include a ramp or even a walkway across to the second side emergency exit which does have a ramp. Disabled carparking great at the front of the building, and will be shared with ?? in that space.</p> <p>Single disabled parking only in this space, no area for side hoists alongside carpark at this initial viewing – final result unseen by any DSG group community member.</p> <p>Overall a very good layout, especially in the waiting room with allowance for space re parents with children, and very good water fill station in waiting area – on contact for filling water bottle or getting a glass of water.</p> <p>Whanau room good space but not really clear directions to location. Tablet at front counter for registering as you visit was not yet set up, would be good to gather feedback of this in coming weeks/months.</p>	
5.	<p>Update action plan</p> <ul style="list-style-type: none"> <li>● -Focus will be updating the Action workplan (populated with latest from previous meetings)-Actions can bring from 2020 - 2030 Disability Action plan</li> </ul>	<p>Mike updating workplan with discussion points.</p>	
6.	<p>General Business</p>	<p>Query raised about attendance from Executive Management. Discussion on who holds the Disability Portfolio to action items.</p> <p>Community speakers for future meetings, Rosie has contact in similar role to Holly. Margaret has contact with Riding for the Disabled.</p>	<p><b>Action point:</b> All - Review Terms of Reference to discuss our parameters to affect change</p> <p><b>Action point:</b> Margaret – to contact Riding for the Disabled to be community</p>

		Service gap and need discussion. Visitor to group earlier in the year, have they received all they need? Group to discuss with Jo Tiller to ensure followup has been made.	speaker at future meeting  <b>Action point:</b> Group to speak with Jo Tiller about service gap and need
7.	Concluding comments/reflections	None	
8.	Closing Karakia		
9.	<b>Next meeting:</b>	<b>27 June 2023, Te Nikau, meeting room one</b>	