

## Bruny Island Community Health Services Advisory Committee

### MINUTES

**Venue:** Meeting Room, 16 School Road, Alonnah  
**Date:** Wednesday 5 February 2014  
**Time:** 9.05 am – 9.58 am

#### Meeting Items

ITEM	DISCUSSION	ACTION	ACTION OFFICER
<b>1 General Meeting</b>			
1.1 Attendance and Apologies	<i>Present: Jeanette Ritter (Deputy Chair), Fran Davis, Geoff Byrne, Emma McLeod, Martin Butler, Tracy Hemmings. Suzanne Macefield (scribe) Apologies: Bruce Edwards, Jennie Gorringe.</i>		
<b>2 Action items from meeting held 6 November 2013</b>			
2.1 Appointment of new Community Rep	No applications received. Committee members present agreed to re-advertise vacancy.	<i>Admin to progress with Bruce Edwards.</i>	<i>Admin</i>
2.2 Community Transport	Email received from Wendy Edwards, Manager HACC Transport Services, Community Transport Services Tasmania Inc. in response to query regarding drivers' cover should they incur an injury.  Fran Davis noted her concerns. It was agreed admin to request CTST write to Community Transport clients to advise of guidelines regarding	<i>Admin to progress with CTST.</i>	<i>Admin</i>

	the limitations of drivers and need for a carer where appropriate.		
2.3 New defibrillators	Tracy Hemmings advised the 2 new defibrillators have arrived. One is located in the emergency room at the health centre and the other in the 1 <sup>st</sup> on call emergency nurse vehicle. Training has been provided. They are consistent with other defibrillators in the ambulances, other health centres and RHH. The old defibrillators will be decommissioned.	<i>Completed. Remove from agenda.</i>	Admin
2.4 Home Help	Geoff Byrne advised due to the holiday break he has not been able to obtain feedback from BIRCH clients.  Discussion held regarding restrictive service due to time workers spend travelling on and off the island.	<i>Geoff Byrne will consult with community members to identify issues.</i>  <i>Tracy Hemmings will discuss concerns with Fred Howard who oversees management of Home Help.</i>	Geoff Byrne  Tracy Hemmings
<b>3 New Business</b>			
3.1 GP Assist	Fran Davis advised she has sought feedback from the community regarding GP Assist. Fran cited several cases where GP Assist/Health Direct was unaware of the situation after hours on Bruny Island.	<i>Tracy Hemmings will follow up with GP Assist and email members with a response.</i>	Tracy Hemmings
<b>4 Correspondence Inwards</b>	Email response from Wendy Edwards, Manager HACC Transport Services, Community Transport Services Tasmania Inc.		
<b>5 Correspondence Outwards</b>	Nil		
<b>6 Next agenda Item</b>			
6.1 Report – Bruce Edwards	Nil report from Bruce Edwards.  Tracy Hemmings advised the Whittle Ward is being decanted while building works take place.  Emma McLeod commented on the lack of stairs in the new Wellington Centre.		

<p>6.2 Report – NUM</p>	<p>Tracy Hemmings advised:-</p> <ul style="list-style-type: none"> <li>• Summer has been busy.</li> <li>• Nurses will attend International Trauma Life Support training 19 and 20 February. Two nurses on the island who are not on staff at the centre will also attend training.</li> <li>• Naomi and Paula have commenced fixed term contract for 6 months. After that time a decision will be made regarding nursing positions.</li> <li>• Accreditation will take place later in the year. Working towards having all of the documentation in place regarding community nursing.</li> <li>• Budget for the centre is ok.</li> </ul>		
<p>6.3 Report – Health Promotion</p>	<p>Report tabled. Jeanette Ritter noted community members in the north would like more programs held in the north of the island.</p> <p>Tracy Hemmings advised flu vaccination clinic will again be held in the north of the island this year.</p>		
<p>6.4 Report - BICA</p>	<p>Fran Davis noted the Community Rep vacancy and the GP Assist issue were mentioned at a BICA meeting.</p>		
<p>6.5 Report - BIRCH</p>	<p>Geoff Byrne noted:-</p> <ul style="list-style-type: none"> <li>• There have been 2 bus trips and the first luncheon held so far this year.</li> <li>• Numbers fluctuate.</li> <li>• Looks like being a busy year.</li> <li>• Transport grant is being followed up.</li> <li>• A project through health promotion will</li> </ul>		

	be held this year.		
6.6 Other Reports/Issues	Tracy Hemmings advised meeting was held recently re Men's Shed to brainstorm how to lift profile, increase membership, funding possibilities. Chair from Men's Shed Tasmania also attended and is happy to assist with a business plan and applying for grants. Another meeting will be held shortly. Fran Davis suggested BICA may be able to assist with printing of brochures. Fran also suggested a community working bee.		
7 Next meeting	Wednesday 7 May 2014		

**MINUTES APPROVED:**

Chairperson:  \_\_\_\_\_ (signature)

Date: 15 / 2 / 14