

Bruny Island Community Health Services Advisory Committee

MINUTES

Venue: Meeting Room, 16 School Road, Alonnah
Date: Wednesday 6 February 2013
Time: 9.15 am – 11.25am

Meeting Items

ITEM	DISCUSSION	ACTION	ACTION OFFICER
1 General Meeting			
1.1 Attendance and Apologies	<p><i>Present: Paul Close (Chair), Bruce Edwards, Fran Davis, Geoff Byrne, Emma McLeod, Jeanette Ritter, Mary Coad (standing in for Tracy Hemmings). Suzanne Macefield (scribe)</i></p> <p><i>Apologies: Tracy Hemmings, Martin Butler, Jennie Gorrige and Wendy Braithwaite (nurse rep).</i></p>		
2 Action items from meeting held 7 November 2012			
2.1 Health Needs – Service Gaps	<p>Nurse Home Visits - Mary Coad advised of nursing referral procedures, service delivery and nurse's role. Members should direct any client concerns to Mary Coad.</p> <p>Bruce Edwards stated there had been no reduction in services on BI and no direction from management to reduce services.</p> <p>Fran Davis suggested a group of volunteers could visit socially isolated community members. Suggestion this could be followed up by Health</p>		

	Promotion Co-Ordinator. GP services - Discussion held.		
2.2 Nurse Rep Appointment	<p>Email received from Tracy Hemmings regarding Community Nurses attending Advisory Meeting as observer.</p> <p>Mary Coad understood that different nurses may attend due to roster.</p> <p>Paul Close suggested continuity of nurse representative would be ideal.</p> <p>Bruce Edwards suggested Tracy Hemmings could email nursing staff to ascertain if anyone is interested in attending meeting on on-going basis. This may mean they would have to attend in their own time if not rostered on duty.</p>	Tracy Hemmings to email nursing staff to ascertain their interest.	Tracy Hemmings
2.3 Web site	<p>Bruce Edwards agreed DHHS website is out of date. Previously DHHS had no editorial rights. He will follow up.</p> <p>Geoff Byrne suggested minutes be included on BICA website with a link to DHHS website.</p>	<p>Bruce Edwards to follow up regarding updating DHHS website.</p> <p>Minutes to be uploaded to BICA website when ratified.</p>	<p>Bruce Edwards</p> <p>Admin/ Chair</p>
2.4 Appointments of positions	Completed		
2.5 Wind Turbine - aftermath	<p>Chair not prepared to support agreement regarding deal with wind turbine replacement with solar panels.</p> <p>Bruce Edwards discussed the process which occurred including legal advice to accept the removal of the turbine and installation of additional solar panels.</p>	Completed. Remove from agenda.	Admin
2.6 Bruny Island Ferry – discounted fare	Completed		

<p>2.7 CTST – Ferry priority and policy re unexpected overnight stays</p>	<p>Letter tabled to Graham Phillips, Bruny Island Ferry Co. dated 20 November 2012, requesting priority access to CTST vehicle. No reply has been received to date.</p> <p>Email tabled from Tracy Hemmings noting contact for accommodation in Hobart, Jeannine Seabourne phone 6222 8225 (RHH).</p>	<p><i>Admin to include Jeannine Seabourne's contact details in CTST vehicle.</i></p>	<p>Admin</p>
<p>3 New Business</p>			
<p>3.1 CTST – access to vehicle for medical appointments versus shopping</p>	<p>Suzanne Macefield reported priority would be given to clients with medical appointments but admin endeavour to meet all requests for transport.</p>	<p><i>Admin to report in Bruny News number of unmet requests for transport.</i></p>	<p>Admin</p>
<p>3.2 Community Visits by nurses</p>	<p>See 2.1</p>		
<p>3.3 Donations</p>	<p>Bruce Edwards advised he had spoken to the business unit regarding donations. They advised there had only been one donation received. This money is available to be spent against the centre's cost code.</p> <p>Bruce also advised gifts cannot be accepted by staff.</p> <p>Suzanne Macefield reported the process had not changed regarding donations received by the centre and managed by the health auxiliary.</p> <p>Fran Davis mentioned wheelchair to be sold. This is being followed up by Claire Perrin.</p>		
<p>3.4 Nurse Vehicles</p>	<p>Bruce Edwards outlined proper procedure for dealing with concerns regarding the nurse vehicles was for staff to discuss concern with Manager who will discuss with Fleet Management for advice and/or seek OH&S input.</p>		
<p>4 Correspondence Inwards</p>	<p>Email from Tracy Hemmings regarding Community Nurses attending Advisory Meeting</p>		

	as observer. Email from Tracy Hemmings regarding patient accommodation contact.		
5 Correspondence Outwards	Letter to Graham Phillips, Bruny Island Ferry Co, from Chair, regarding Community Transport vehicle priority, dated 20 November 2012.		
6 Next agenda Item			
6.1 Report – Bruce Edwards	<p>Bruce Edwards noted:-</p> <ul style="list-style-type: none"> • Wellington Centre opened and includes new Outpatient clinics, pharmacy and Centre Path. Bruce advised Centre Path will accept any referral for all pathology and will bulk-bill. • BICHC budget was on track. • Bruce will be an apology for the May meeting as he will be on leave and is unsure of his replacement. • NUM and Clinical Co-Ordinator positions will now be made permanent. • Tasmanian Health Organisation South now has a governing council of 5 members. • Huon Valley Council has advised that they wish to sell Esperance MPC at Dover to Huon Eldercare. Negotiations between the Council, Huon Eldercare and THO-South are being finalised 		
6.2 Report – NUM	Mary Coad had nil to report in Tracy Hemmings absence. Tracy will return on February 12.		
6.3 Report – Health Promotion	Report tabled		
6.4 Report - BICA	Fran Davis noted she was not at last meeting of BICA and had nil to report.		

6.5 Report - BIRCH	Geoff Byrne noted:- <ul style="list-style-type: none"> • BIRCH has resumed service on 21 January 2013. • A committee meeting is due to be held shortly to formulate plans for the coming year. They will meet with Health Promotion officer to identify programs. • BIRCH would like to install shade cloth outside Jane Finn room. 	<i>Mary Coad will follow up procedures with Bruce Edwards.</i>	<i>Mary Coad</i>
6.6 Other Reports/Issues	Emma McLeod noted school resumed yesterday and Yoga program was continuing.		
7 Next meeting	Wednesday 1 May 2013		

MINUTES APPROVED:

Chairperson:



(signature)

Date: 15/02/13