

**Present:** Graham Mellsop, Marita Ranclaud, Maureen Emery, Missy Katipa, Hester Swart, Rees Tapsell, Wendy Langlands, Eseta Nonu-Reid, Belinda Walker

**Apologies:** Michael O'Connell, Jeff Bennett, Te Pare Kingi Meihana, David Benton

**No response:** Sue Mackersey, Joanna Jastrzebska

No.	Topic	Discussion Points	Planned Action	By
1.0	<b>Whakatau / Welcome</b>	▪		
1.1	<b>Approval of Minutes</b>	▪ Approved		
1.2	<b>Matters Arising</b>	▪ Eseta has added section to Regional Services Plan and sent out for comment. No further feedback received. Final RSP with the NHB ▪ All other matters arising in agenda		
2.0	<b>AGENDA ITEMS</b>			
2.1	<b>Lakes Wait Times Report</b>	▪ Lakes trialling the data in the existing report to determine where problems and solutions lie ▪ High on the Minister's, CE and GM's agenda ▪ Reflecting quite poorly across the region ▪ Concern that the MoH is basing decisions on this data when it is not full or a valid data set ▪ Formal communication from this group to MoH - include illustrations from briefing paper or attach as appendix	▪ Draft letter to Rod Bartling and John Crawshaw and send to CGN members for approval  ▪ Highlight as a risk to PF-ALT	Marita  Graham
2.2	<b>PF-ALT and Us: Our mutual influence and guidance</b>	▪ Graham attended meeting as our representative ▪ In the future we need to be clear if we are sending things through to them as 'information only' or for a decision to be made ▪ Make sure a copy of minutes of this group are made available ▪ Highlight risks to PF-ALT ▪ MRCGN to decide what goes up to PF-ALT as a number of decisions can be made at CNG.		

No.	Topic	Discussion Points	Planned Action	By
2.3	<b>Te Utuhina Manaakitanga Trust MoU</b>	<ul style="list-style-type: none"> <li>▪ Section 3.2 completed by Lakes SMO's</li> <li>▪ Has not yet gone back to Te Utuhina Manaakitanga Trust</li> <li>▪ Discussion by group about client ongoing care while clients are at regional services. New wording and section suggested               <ul style="list-style-type: none"> <li>▪ insert a new 3.2: <i>"At the point of referral to TUMT, relevant DHB clinical teams will discuss and agree responsibilities for ongoing psychiatric care and treatment during their admission to Te Whare Oranga Ngakau. Where agreement cannot be reached, discussions will be escalated to the relevant clinical directors for further discussion and agreement."</i></li> </ul> </li> <li>▪ Then, from the current 3.2.1 (to become 3.3.1) I suggest that we remove the word 'acute' as it is probably redundant.</li> <li>▪ Take 'six months' out of current section 3.2.1</li> <li>▪ David's feedback to go to next meeting when Eseta and Marita are presenting on the regional bed utilisation</li> </ul>	<ul style="list-style-type: none"> <li>▪ Changes to be made to document</li> <li>▪ Send amended MOU to TUMT</li> <li>▪ Add David's email feedback to next agenda under regional bed utilisation</li> </ul>	Maureen  Maureen  Akatu
2.4	<b>Midland Workforce Coordinator update</b>	<ul style="list-style-type: none"> <li>▪ Workforce Coordinator roles nationally being reviewed by Te Pou</li> <li>▪ Details not yet available</li> </ul>	<ul style="list-style-type: none"> <li>▪ Update group at next meeting once negotiations complete</li> </ul>	Eseta
2.5	<b>Regional Forensic Stakeholders Report</b>	<ul style="list-style-type: none"> <li>▪ Need a regional agreement about what information is gathered and valid reason for use as ad hoc requests take resourcing</li> <li>▪ Gather information from Clinical Directors about what they are wanting – nature of data, presentation etc</li> <li>▪ Brief outline for PF-ALT</li> <li>▪ Question about what "Inter" stood for in the data set</li> <li>▪ Confirmation that Tairawhiti is not in the data as they obtain Youth Forensic Services from Capital and Coast DHB</li> </ul>	<ul style="list-style-type: none"> <li>▪ Send email to CDs asking for feedback</li> <li>▪ Brief outline for PF-ALT</li> <li>▪ Provide answer about "Inter"</li> </ul>	Rees  Graham  Rees
2.6	<b>Youth Forensic Stakeholders Report Oct – Dec2012</b>	<ul style="list-style-type: none"> <li>▪ Feedback needed about whether this meets the need of DHBs and if any improvements can be suggested.</li> <li>▪ Hester provided feedback in relationship to utilising DHB Child Psychiatrists for report writing and will email this to the group</li> </ul>	<ul style="list-style-type: none"> <li>▪ Send through to Eseta any feedback by Friday 12 April 2013</li> <li>▪ Precipitate conversations with psychiatrist colleagues about report writing options</li> </ul>	All  Hester
2.7	<b>General Business</b>	<ul style="list-style-type: none"> <li>▪ Luis has asked to be replaced on this group. A replacement must be clinical</li> </ul>	<ul style="list-style-type: none"> <li>▪ Follow up with MH Manager at Midland</li> </ul>	Eseta

No.	Topic	Discussion Points	Planned Action	By
			Health Network	
3.0	<b>Meeting Concluded</b>	▪		
3.1	<b>Next Meeting</b>	<b>9 May 2013 – Face to Face Meeting, Venue – Best Western Hygate Hamilton</b>		