

Present: Eseta Nonu-Reid, Belinda Walker, Connie Hui, Jenny James, Ellen Mildon, Marita Ranclaud, Rachel Poaneki, Katherine Fell,

Apologies: Lesley Watkins,

No.	Topic	Discussion Points	Planned Action	By
1.0	Whakatau / Welcome	<ul style="list-style-type: none"> Eseta welcomed everyone Nathalie introduced to the group as the new Midland Workforce Lead Eseta agreed to chair the meeting 		
1.1	Approval of Minutes	<ul style="list-style-type: none"> Minutes approved by Katherine and seconded by Jen 		
1.2	Matters Arising	<p>Training Paper follow up from two meetings ago</p> <ul style="list-style-type: none"> Follow up by Lesley to get back on training paper and send this out <p>Benchmarking Project</p> <ul style="list-style-type: none"> Eseta has extend invite to Rod Bartling to present at next F2F and waiting to hear back from him Reminder to group about change of venue for November meeting <p>Lakes Draft Review of Services</p> <ul style="list-style-type: none"> Marita to circulate to PMgrs <p>National Audit Project Update</p> <ul style="list-style-type: none"> Lesley circulate information to PMgrs Need correct Word version to access Training is planned for Wellington only and video conference option only in Auckland making it difficult to sent people with travel constraints <p>PP26 – SDP reporting due Oct 2013</p> <ul style="list-style-type: none"> BOP and Waikato completed Stocktakes only ones received so far <p>CEO HealthShare updates</p> <ul style="list-style-type: none"> Eseta distribute Andrews slides to PMgrs Andrew has agreed to attend November F2F meeting in Hamilton <p>Local area updates</p> <ul style="list-style-type: none"> Marita forwarded the report given to her to members 	<ul style="list-style-type: none"> To advise if still relevant Send out Lakes final Review document <p>Send completed stocktakes to Eseta asap</p>	<p>Lesley</p> <p>Marita</p> <p>Jen, Marita, Ellen</p>
2.0	AGENDA ITEMS			
2.1	NHB Quarter 1	<ul style="list-style-type: none"> Approved 	<ul style="list-style-type: none"> 	

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	Report			
2.2	Review of Forensic Futures Strategic Plan 2008 Progress	<ul style="list-style-type: none"> ▪ Approved yesterday by Midland Regional Clinical Governance Group for send out through GMs to MoH ▪ Query about Youth Forensics – final document being completed now and will be sent out ▪ Approved by group 	<ul style="list-style-type: none"> ▪ 	
2.3	Better Public Health Service Workshop	<ul style="list-style-type: none"> ▪ Who is going? Lesley, Connie, Sue Mackersey, Ian Golton, Maureen, Rick (or his rep) Marita, Nathalie, Katherine, Rachel, Jeff and Primary Care Rep, Hester?, Ellen 	<ul style="list-style-type: none"> ▪ 	
2.4	NASC and LAGs discussion	<ul style="list-style-type: none"> ▪ Thanks to those who responded to Ellen's email 	<ul style="list-style-type: none"> ▪ 	
2.5	Review the planning objectives both our shared local and regional for 13/14 to see where we are all up to, implementation strategies etc.	<ul style="list-style-type: none"> ▪ Agreement to share templates and ideas ▪ Guidelines on discharge – need to Google 	<ul style="list-style-type: none"> ▪ Send out template used for benchmarking ▪ Send out templates developed so far ▪ Add to F2F agenda as standard item 	Katherine Jen Eseta
2.6	Suicide Postvention	<ul style="list-style-type: none"> ▪ Lakes have a specific role ▪ Community agencies do not have capacity to pick up this work and not sustainable ▪ Someone still has to take the key lead role in cluster situations ▪ CASA – invite to November Meeting ▪ A DHB Toolkit is being developed but not clear of who is doing this or when ▪ Put Suicide Post-vention on November Agenda ▪ Marita to talk to Chris Priestley about useful information for PMgrs 	<ul style="list-style-type: none"> ▪ Send through contacts for CASA to Eseta ▪ Invite CASA to November meeting ▪ Put on agenda for November meeting ▪ Send through useful information to PMgrs 	Marita Eseta Eseta Marita
2.7	Discuss sharing benchmarking on wait times, shared strategies	<ul style="list-style-type: none"> ▪ See item 2.5 above 	<ul style="list-style-type: none"> ▪ 	
2.8	Service Development Plan reporting template	<ul style="list-style-type: none"> ▪ See item 2.5 above 	<ul style="list-style-type: none"> ▪ 	
	Family Advisors / Workers roles and	<ul style="list-style-type: none"> ▪ Difference between those involved at strategic level than those used in service delivery 	<ul style="list-style-type: none"> ▪ Ask provider arms Service Managers 	Eseta

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	responsibilities	<ul style="list-style-type: none"> ▪ Where are we at <ul style="list-style-type: none"> ▪ Waikato – not a priority and not looking at anymore FTE ▪ BOP – whanau contacts in NGOs business as usual not additional ▪ Lakes - .5 leadership role funded in NGO. Sit on Shared Governance which is a PMgrs activity. Delivers across the sector including provider arm. NGO also have 2 FTE whanau advisory /peer support 	and Clinical Directors	
	ADON Nursing paper	<ul style="list-style-type: none"> ▪ Marita provided some background on the paper as had discussed with the Lakes Clinical Nurse Director ▪ They are actually looking for a centralised regional coordination for a range of initiatives like supervision, restraint etc. It is expensive to purchase externally for each DHB and sharing of costs of venue, photocopying and catering with each DHB contribute to a pot of funding would be more cost effective and regionally optimised ▪ Someone to administer and navigate the process regionally ▪ Workforce role funding has moved away from coordination ▪ Should HealthShare have a regional approach and plan ▪ Acknowledge that the paper has raised questions 	<ul style="list-style-type: none"> ▪ Ask Andrew for a response to the regional synergies ▪ Draft letter to ADON and send out to group for feedback 	Eseta Eseta
	Standing Items:	<ul style="list-style-type: none"> ▫ Work plan – see NHB Quarter 1 report ▫ CEO HealthShare updates ▫ Regional forum updates from those nominated to attend (Quarterly) ▫ Waiting Times & PRIMHD ▫ Workforce Planning Lead ▫ Benchmarking (face to face) ▪ Local area updates <ul style="list-style-type: none"> ▪ Waikato – PSA info ▪ BOP – SDP and Social Sector Trials ▪ Lakes – MH Service Review signed off ▪ Regional – cross sectorial work, sign off of documents, consumer and whanau competency frameworks, Workforce Planning Lead 	<ul style="list-style-type: none"> ▪ Send through information about Waikato iCAMHS wartimes to Belinda to take to MoH 	Katherine
3.0	Meeting Concluded	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪ 	
3.1	Next Meeting	November 5th Face-to face meeting, Hygate Motel, 299 Ulster Street, Hamilton	<ul style="list-style-type: none"> ▪ 	