



## HIV Outreach Team (HOT) Client Reference Committee

### MINUTES

Wednesday 19 December 2018 13:00-15:00

Darlinghurst Board Room

<b>Action Item</b>	<b>What</b>	<b>Who</b>	<b>When</b>
Advertise for WWFD	Create Flyer, share with staff and distribute amongst clients	Dianne Nyoni	Actioned Recurring reminders week before event
Change forms for HIV Stories	Needs revocation option on form Needs policy number on form	Dianne Nyoni Notify Amanda Justice.	Actioned Email sent
Christmas Party	Access gifts and donations/ games	Dianne Nyoni	Actioned
Acting Class	Dianne to look into funding options and possible collaboration for consumer programme	Dianne Nyoni	TBA

<b>Item 1</b>	<b>Acknowledgement of Country.</b> Acknowledgment of Country was given.
	<b>Apologies:</b> <ul style="list-style-type: none"><li>▪ RM (Consumer)</li><li>▪ BB (Consumer)</li><li>▪ JB/V (Carer)</li><li>▪ MK (Consumer)</li><li>▪ AB (Consumer)</li></ul>

	<p><b>Present:</b></p> <ul style="list-style-type: none"> <li>▪ Barreto, Leo (Program Manager HOT)</li> <li>▪ Nyoni, Dianne (Consumer Engagement Officer)</li> <li>▪ BS (Consumer)</li> <li>▪ TM (Consumer)</li> <li>▪ RN (Consumer)</li> <li>▪ WF (Consumer)</li> <li>▪ WD (Consumer)</li> <li>▪ CG (Consumer)</li> <li>▪ MS (Consumer)</li> <li>▪ PC (Consumer)</li> <li>▪ CT (Consumer)</li> </ul>
	<p><b>Chair:</b></p> <ul style="list-style-type: none"> <li>▪ MS (Consumer)</li> </ul>
	<p><b>Minutes:</b></p> <ul style="list-style-type: none"> <li>▪ Nyoni, Dianne (Consumer)</li> </ul>
<b>Item 2</b>	<p><b>Approval of Minutes:</b> The committee approved the last minutes of the HOT CRC.</p>
	<p><b>Declaration of Conflict of Interest:</b> No conflict of interest was declared.</p>
<b>Item 3</b>	<p><b>Check-in:</b></p> <ul style="list-style-type: none"> <li>▪ Personal Sharing time/confidential</li> </ul>
<b>Item 4</b>	<ul style="list-style-type: none"> <li>▪ <b>HOT Program Manager Report – Leo Barreto</b></li> <li>▪ Recruitment 2 Jan for Dietitian part time.</li> <li>▪ New Staff member joined Nursing position.</li> <li>▪ Explanation of Standard 2 changes for next accreditation of consumer voice needing representation in all aspects of service delivery, policy and co-design a big feature of future consumer involvement was mentioned again.</li> <li>▪ Leo shared an education session he attended at District HIV Interagency meeting on Social Isolation and the Districts identifying it needs to develop services to plan service provision around this topic</li> <li>▪ Leo explained a paper he is writing for the Service and District in relation to reflections on the needs of the service ~ HIV Outreach Team.</li> </ul>

<p><b>Item 5</b></p>	<p><b>STAFF Update</b></p> <ul style="list-style-type: none"> <li>▪ Matt came and spoke with Consumers around staff and the Service for our first inclusive segment at our meetings.</li> <li>▪ It was decided by the CAC they wanted to meet a rotating staff member and discuss matters relating to the group.</li> <li>▪ Staff Safety was discussed and what we as a service have in policy and are doing to ensure it is addressed.</li> <li>▪ Transport policy was overlooked and discussed particularly to recent decision from HOT around post day care procedures where anaesthetics' are used and clients transported after.</li> </ul>
<p><b>Item 6</b></p>	<p><b>HOT Consumer Representative report – Dianne Nyoni</b></p> <ul style="list-style-type: none"> <li>▪ DN submitted the need for consistency the group's name so that it may be changed to match other SESLHD CACs. This was agreed upon unanimously.</li> <li>▪ Dianne spoke to need to fill in contingency workers forms and consensus was all wanted her to arrange training early next year and all to be offered to be listed as contingency workers with access numbers to utilise SESLHD training porthole.</li> <li>▪ DN asked for final approval on three documents she had drafted, TOR, Position Description for Consumer Reps and updated expression of interest to become a consumer Rep. This was unanimously accepted.</li> <li>▪ DN shared dates for 2019 meetings.</li> <li>▪ DN invited Christie to share her idea of an aging flyer which produced a robust discussion around designing a charter of rights or flyer and working collaboratively with Albion consumers also ADAPHS.</li> <li>▪ Acting Class and final show for WAD 2019 DN was asked to look into funding options and possible collaborations.</li> <li>▪</li> </ul>
<p><b>Item 7</b></p>	<p><b>The Walking Group</b></p> <ul style="list-style-type: none"> <li>▪ Meet every Tuesday 10:00am Hyde Park on corner of Oxford Street &amp; Liverpool St Darlinghurst.</li> <li>▪ Both Paul and DN went on a walks as walk leaders as well as Michael Selvage</li> </ul>



<b>Item 8</b>	<b>HIV Consumers engagement</b> <ul style="list-style-type: none"><li>▪ TM shared ATSI HIV week events, ACON Reconciliation, Koori Knockout HIV Stall and issues around lack of sexual health funding for ASTI communities</li><li>▪ Discussion around Suicidality and Meth in light of recent deaths.</li></ul>
<b>Item 9</b>	<b>SESLHD District Consumer Community Council (DCCC)</b> <ul style="list-style-type: none"><li>▪ RN spoke to what was shared at our DCCC meeting</li></ul>
<b>Item 9</b>	<b>Christmas Party</b> <ul style="list-style-type: none"><li>▪ To be held tomorrow</li></ul>
<b>Item 9</b>	<b>Other Business:</b> <ul style="list-style-type: none"><li>•</li></ul>
	<b>Meeting Closed 15:00</b> <b>Next Meeting: Thursday 14<sup>th</sup>, March 2019</b> <b>13:00-15:00 Darlinghurst Board Room</b>