

HIV Outreach Team (HOT) Client Reference Committee

MINUTES

Thursday 12th September 2019 10:00am-12:00pm

Darlinghurst Board Room

Action Item	What	Who	When
Amend HOT Service Flyer	Image info box Ethics approval	Dianne Nyoni	Completed
Start Royal Commission into Age Care and Safety draft	Send Paul submission template and information	Dianne Nyoni PC & CG	Met with PC & CG
Gather Christmas Gifts/packages	Call services for charitable aid	Dianne Nyoni Bruce Straw	December 2019
Book Room for Social Inclusion Day Organise event	Contact surry Hills Community Centre	Dianne Nyoni	September 2019
Item 1	Acknowledgement of Country. Acknowledgment of Country was given by TM.		
	Apologies: <ul style="list-style-type: none"> ▪ AB(Consumer) ▪ MS (Consumer) ▪ JB/V(Consumer) ▪ MK(Consumer) 		
	Present: <ul style="list-style-type: none"> ▪ Barreto, Leo (Program Manager HOT) ▪ Nyoni, Dianne (Consumer Engagement Officer) ▪ Mike (Staff Rep) ▪ Liz (Staff) ▪ RM (Consumer) ▪ BS (Consumer) ▪ TM(Consumer) ▪ WF (Consumer) ▪ DW (Consumer) ▪ CG (Consumer) 		

	<ul style="list-style-type: none"> ▪ PC (Consumer) ▪ CT (Consumer)
	<p>Chair: DW</p> <p>Welcome to Country</p> <ul style="list-style-type: none"> ▪ TM (Consumer)
	<p>Minutes:</p> <ul style="list-style-type: none"> ▪ DN (Consumer)
Item 2	<p>Approval of Minutes:</p> <p>The committee approved the last minutes of the HOT CRC. WF second CT</p>
	<p>Declaration of Conflict of Interest:</p> <p>No conflict of interest was declared.</p>
Item 3	<p>Check-in:</p> <ul style="list-style-type: none"> ▪ Personal Sharing time/confidential
Item 4	<ul style="list-style-type: none"> ▪ HOT Program Manager Report – Leo Barreto ▪ 110 consumers on books not including 10 waves consumers & excludes dieticians consumers ▪ Advertised for Social Worker ▪ Leo shared he attended at SESLHD HIV Steering meeting and Dianne Nyoni is now the new Consumer Rep. Spoke to the Ageing presentation at this meeting.
Item 5	<p>STAFF Update</p> <ul style="list-style-type: none"> ▪ Liz spoke to a new project on Checklist for ensuring people don't fall through the cracks with co-morbidities and invited interested consumers to be involved. WF expressed interest. ▪ Mike shared on reflective practice in team.
Item 6	<p>HOT Consumer Representative report – Dianne Nyoni</p> <ul style="list-style-type: none"> ▪ DN – Feedback from the consumer role and the HIV/STI district steering committee. This is a committee that has recently merged with The position was interviewed and Dianne was the successful candidate ▪ DN discussed potential work on developing a guide for GPs when working with PLWHIV that would provide support in assessment and investigations. This would potentially be in the form of a check list/tool. (Liz Fubelli)

	<ul style="list-style-type: none"> ▪ DN introduced letter from Kerry Chant (NSW health) with guidelines for EDs and HIV testing. Conversation had regarding lack of consultation with PLHIV (Consumer group) ▪ DN attended ASHM meeting in Melbourne. Presented and feedback information from speakers. ▪ DCCC – No report ▪ HARP and HOT have partnership with the Arts school to provide a workshop.
Item 7	<p>Royal commission survey</p> <ul style="list-style-type: none"> ▪ Paul – feedback information from surveys and results. ▪ Report being collated for submission to the Royal Commission.
Item 8	<p>Christmas Party</p> <ul style="list-style-type: none"> ▪ Agreed with same venue (Surry Hills Community Centre) on 20 December 2019. ▪ Open invite to WAVES and walking group clients. ▪ Question raised to invite HIV doctors.
Item 9	<p>My Healthcare Charter 2nd ed</p> <ul style="list-style-type: none"> ▪ DN produced the My Healthcare Rights Charter version 2. ▪ Shared minor changes and encouraged to share
Item 10	<ul style="list-style-type: none"> ▪ Terms of Reference handed out to review ▪ Succession Planning encouraged to consider how we can be fair in inviting new and changing over CG, left for ideas to be considered at next meeting. ▪ Goals and Aspirations where do we see ourselves as a CAG
Item 11	<p>Other Business:</p> <ul style="list-style-type: none"> ▪ None
Item 12	<p>Meeting Closed 15:00 Next Meeting: Wednesday 18th, December 2019 11.00 to 1pm Darlinghurst Board Room</p>