

HIV Outreach Team (HOT) Client Reference Committee

MINUTES

Wednesday 18th December 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	Final Draft to be done end of Jan 2020
Acting Class	Dianne to look into funding options and possible collaboration for consumer programme	Dianne Nyoni	TBA Spoke to HARP about joining forces to do this
Screens for staff or Tablets for clinical improvement	Keep SESLHD Green Cost Analysis and report.	Althea and PC	January
Item 1	Acknowledgement of Country. Acknowledgment of Country was given.		
	Apologies: <ul style="list-style-type: none"> ▪ TM (Consumer) ▪ JB/ V (Carer/Consumer) 		
	Present: <ul style="list-style-type: none"> ▪ Barreto, Leo (Program Manager HOT) ▪ Nyoni, Dianne (Consumer Engagement Officer) ▪ Joanna (Staff Rep) ▪ RM (Consumer) ▪ BS (Consumer) ▪ RN (Consumer) ▪ WF (Consumer) ▪ DW (Consumer) 		

	<ul style="list-style-type: none"> ▪ CG (Consumer) ▪ MS (Consumer) ▪ KK (Consumer) ▪ PC (Consumer) ▪ CT (Consumer)
	<p>Chair:</p> <ul style="list-style-type: none"> ▪ CT <p>Welcome to Country</p> <ul style="list-style-type: none"> ▪ WF (Consumer)
	<p>Minutes:</p> <ul style="list-style-type: none"> ▪ Dianne Nyoni
Item 2	<p>Approval of Minutes: The committee approved the last minutes of the HOT CRC. WF second DW</p>
	<p>Declaration of Conflict of Interest: No conflict of interest was declared.</p>
Item 3	<ul style="list-style-type: none"> ▪ HOT Program Manager Report – Leo Barreto ▪ 162 consumers on books not including 10 waves consumers & excludes dieticians consumers ▪ Largest new client referral from Justice Health needing housing and clinic support, average age 45>. ▪ Average Age 45-55> ▪ New diagnosis crisis in ED St George late presentation CALD Hetero men 50> ▪ Leo encouraged complaints and explained process and value in doing so as well as compliments. ▪ Leo explained district restructure and merging of pop health with community health into PATCH. Explained new director was Dr Marianne Gale whose background is in Mental Health and ID. ▪ Leo notified of staff HOT planning day and inclusion of two CAG members for the day. Topic why are we relevant in 2020 ▪ Leo thanked Dianne and PC for their work in Royal commission submission. ▪ Leo spoke to co-design of Care Plan, Service Brochure and My Health check list. Mentioned the need for these documents to have consumer co-design imprinted on them.

	<ul style="list-style-type: none"> ▪ Leo wants us to consider how to improve Health Literacy increase self-management and ability to challenge or question our medical professionals. ▪ NAPWHA website to view POZQUAL /tool and CAG encouraged Leo to roll it out within the team of HOT. ▪ Leo mentioned staff changes and welcomes Joanna.
Item 4	STAFF Update <ul style="list-style-type: none"> ▪ Welcomed Joanna who gave introduction
Item 5	HOT Consumer Representative report – Dianne Nyoni <ul style="list-style-type: none"> ▪ Mentioned International Migrants Day had discussion on issues such as human trafficking act. ▪ Shared My Health Checklist changes were recommended ▪ Farewelled outgoing Consumer Reps and welcomed KK and JR ▪ Shared My Health checklist and was advised to make changes; <p>Make colour coding chronological Add Diabetes and cholesterol checks under Nutrition</p>
Item 6	HOT Care Plan <ul style="list-style-type: none"> ▪ Althea presented on why, how and what the care plan will do and be rolled out.
Item 7	Response to Royal Commission <ul style="list-style-type: none"> ▪ PC stated final copy ready end of January
Item 8	<ul style="list-style-type: none"> ▪ Bruce drive carefully with heat and fires ▪ Taronga Zoo birthday 1 dollar entry ▪ Oz Harvest gift ideas Alexandria head Office ▪ Oz Harvest final day Friday for food. ▪ Water for animal’s insects and birds.
Item 9	Other Business: <ul style="list-style-type: none"> ▪ DCCC voted CT for DCCC and added welcomed 2 new CAG members JR and KK
	<p>Meeting Closed 15:00 Next Meeting: Thursday 12th, March 2020 10:00am - 11:30am Darlinghurst Board Room</p>

