



**West Coast Health Community Voice Meeting Agenda
Meeting
Date: 27/11/24**

Community Voice

Health and Wellbeing Forum Te Tai Poutini West Coast

Present	Teri-anne Bell, Noula Markham, Maggi Forsyth (West Coast Health), Stephanie Newburry, Neil Stevenson, Jan Flinn, Pam Sutherland, Gaye Coates, Caro Findlay (West Coast Health), Melanie Wilson (online), Cathy Blincoe (Health NZ online), Jo Tiller (Health NZ online), Andrew Welsford, Elenoa Tupou (West Coast Health), Lynnette Beirne (online)
Apologies	Stephanie Blackman, Mary-Rose O'Loughlin,

Welcome

Meeting opened with a karakia – Melanie Wilson

Item	Discussion	Action Points
Previous Meeting Minutes – Amendments & Approval	Previous minutes approved – Lynnette Beirne.	
Minutes/Action Points from previous meeting Action Register 5 minutes	Code of conduct document approved – Community Voice, A Safe Space.	
Deciding frequency of meetings – 2025 5 minutes	Meetings will continue monthly, on the fourth Wednesday of each month from 1pm – 3pm in 2025. First meeting January Wednesday 22 nd .	
Setting our purpose 15 minutes		Steph to revise document based on group

		feedback and send out.
Round-table open feedback discussion 20 minutes	<p>Will occur every meeting ongoing. Actions generated will be added to action register.</p> <p>Discussion held by members resulting in outcomes to invite guest speakers to January hui, as follows,</p> <p>Mary Harrington, Robin Rutter-Baumann & Margot Van Mulligan to be invited to January hui.</p> <p>Mary Harrington – Operations Manager - Integrated Health Services Central Robin Rutter-Baumann – Operations Manager - Rural Inpatient and Transalpine Services Margot Van Mulligan – Director - Allied Health, Scientific & Technical</p> <p>Feedback: Ka Ora to ask caller first if it is an emergency. Action - Caro to give feedback to Ka Ora. Action – Maggi to create additional Ka Ora collateral – <i>111 for emergencies, Ka Ora for non-emergencies.</i></p>	<p>Mary Harrington, Robin Rutter-Baumann & Margot Van Mulligan to be invited to January hui.</p> <p>Caro – give feedback to Ka Ora.</p> <p>Maggi – create additional Ka Ora collateral – <i>111 for emergencies, Ka Ora for non-emergencies.</i></p> <p>Maggi – update action register.</p>
Planning for a Media Release 15 minutes		Maggi sending final draft version to group this week, for review, prior to publishing.
Guest speaker 2pm Kate Randhawa – Aeromedical Commissioning Programme 45 minutes	<p>Presentation attached to email.</p> <p>Email on last slide if anyone wants to get in touch, especially around what you would like to see for air ambulance by 2035, or any questions about the service.</p>	

Next Meeting: Wednesday 22nd January 1pm – 3pm

Meeting closed with a karakia – Melanie Wilson