

HEALTH TASK GROUP MEETING

**Minutes of the meeting held on 6.8.09
Main Meeting Room, Eastfield Clinic @ 2.00pm**

Present:	DJ	- Deborah Jeffery	Manager, Adult Nursing Team LDS (Chair)
	GM	- Dr George McIntyre	Carer Representative
	PB	- Dr Phil Bennett	Consultant Psychiatrist LDS
	LT	- Lynne Taylor	Health Facilitator, LDS
	GP	- Gillian Payne	Carers Representative
	GR	- Gill Rosser	Dental Hygienist, Northway Clinic
	NO	- Nicola Owens	Co Health Assistant
	HW	- Hilary Woodward	Modern Matron, Bridlington
	SC	- Scott Harrison	Care Manager
	AE	- Annette Enzor	Commissioning Manager, Vulnerable People
	BL	- Bridget Lentell	Service Manager, LDS
		- Gillian Payne	Carers Representative
	MA	- Mark Ashley	Community Dental Officer
In Attendance:		Di Burlingham	Minute Taker LDS

1. Apologies

Apologies for absence were received

- Sue Haley, SALT
- Victoria Pilkington, Lead Manager for Learning Disability Services
- Kay Mansfield, WWFT
- Tracey Wright, Modern Matron, Scarborough
- Sue Glew, Team Manager, Milestone House

Copy of minutes for information

Stuart Lomas, Partnership Board Lead
Mel Bradbury, Assistant Director - Vulnerable People and Third Sector
Steve Brookes, Senior Commissioner for Mental Health

2. Matters Arising

PB – Amendment to last minutes. PB had written letter to Steve Brooks, Commissioning Manager, not Chief Executive re Health Facilitator Post

Actions from last minutes

- DJ had chased up lack of attendance by commissioning on Health Task Group



- PB/LT have contacted Mark Andrew @ SGH to discuss links with Medical Staffing for LDS. MA is currently on annual leave
- Health Facilitator Post has now been permanently funded by the PCT
- DJ - Letter has been written from Partnership Board to thank Acute Trust for support and changes made to their services for PWLD
- Ongoing – LT to form a group to review HAP's including Children's Health Team, service users and GM
- DJ to follow up on request for Chiropody Training and involvement in Health Task Group
- DJ – feeding back to Task Group Chairs Admin Time taken on supporting Health Task Group
- Yorkshire Coast College (lack of courses) – Task Group Chairs following up

3. Feedback from Partnership Board Meeting – GM

- Agreed a letter to be sent to Jayne Brown re lack of Physiotherapy Services
- Transitions Group had feedback at Partnership Board. DJ to discuss with CP

A discussion was held around how our Partnership Board is run and the priority Health is given from the Partnership board, it was discussed that each Task Group would have comments and concerns on how their specific group was represented on the Partnership board. Service user involvement in the partnership board was also discussed. DJ & CP feedback that this has been discussed in detail at Task Group Chairs and Advocacy have been requested to look at how they get new people involved and how they are supported. Action –DJ agreed to feedback concerns to task Group Chairs.

4. Health Facilitator Feedback – LT

NO feedback about the stall and raffle at SGH during LD Week. It had been positive PR with three mentions in the newspapers but a lack of attendance at the stall and led to LT and NO looking to organise another event to promote LD Awareness at SGH.

LT continues to network and has been invited onto Equity and Diversity Group and Patient and Public Involvement Group. Although a lot of work has been done to improve access to acute services by Tracey Richardson another client had been admitted to hospital and LDS were not contacted. TR is looking at a system to flag up LD patients.

A document has been produced by the Acute Trust on how to manage LD Clients and LDS had not been contacted for input. LT feeding back to Equity Group on Monday. PB to review re medical issues and feedback to LT. LT still felt that the Care Quality Commissions indicators were not being met by acute services and has been reviewing a complaints leaflet with PALS and the Equity Group. Teresa French, Head of Nursing has set up a meeting to discuss this with LT. LT is pushing for one person to project manager this. LT is still waiting for confirmation from Acute Services to jointly fund the new Patient Passport, the PCT have agreed to pay half.

LT expressed her frustration at the timescale of achieving the go ahead for the DES Training. Other people at the group shared in her frustration and the need for the training. A preliminary date has been set for September 2009. LT feedback on Information Sharing issues, a discussion was held around this and how the problem could be taken forward. **Action** – Victoria Pilkington is now taking this forward.

5. Update on Dental Services – GR

GR introduced Mark Ashley who is the new Community Dental Officer. A discussion was held around problems for LD clients and AW feedback her experiences and ways to take this forward and improve the situation. A lot of positives have been achieved from GR's involvement on the group and training calendar. **Action** – AE to make enquiries with PCT (Lorraine Naylor) the position for Dentistry and feedback to GM who will follow up on behalf of the task group. DJ to feedback to Partnership board and request support from the board to write asking for information about dental services for people with LD.

6. Feedback from Task Group Chairs - DS

- Funding for the Health Patient Passport had been discussed and agreed to source from other areas 1st. A quote was being sourced from Basics Plus for printing.
- A letter has been sent to Jayne Brown re lack of Physiotherapy Services
- Continued funding has been approved for Health Facilitator Post. DJ expressed disappointment that Social Services Staff knew before Health Staff

7. Feedback from LDS – DS

- Funding approved for another band 5 nurse in Adult Nursing Team, closing date 16.8.09.
- Temporary Admin Assistant recruited for Health Facilitation funded by Partnership Board

8. Podiatry Services – DS

No response to requests, DJ to chase up

9. Dietetics – DS

Apologies – Attending in Dec 09

10. Working together feedback from the Acute and Mental Health Trust

Dr Bennett informed the group about the document which is attached to these minutes. Feedback and discussion for next Health Task Group. **Action** - This item will be first agenda item at the next meeting.

11. Any other business

- Big Health Day Feedback – A discussion was held with AE regarding the feedback from the SHA following all the work from the Big Health Day. Big health Feedback day is being held on the 9th October expectations of what people wanted to know from the SHA following the big health day was discussed with AE and that people want to know what action is going to be taken by the SHA and the PCT, who is going to do it and when. The health task group agreed that we would review the feedback and that of service users and carers following the feedback day on the 9th October. A draft action plan from by the PCT was in place but this needs discussion with people who have been actioned with the tasks from the PCT and SHA. **Action** - health task group to review feedback in December meeting.

Summary of Actions:

- **Action** - health task group to review feedback form Big Health Day Feedback on the 9TH October in December meeting.
- **Action** – AE to make enquiries with PCT (Lorraine Naylor) the position for Dentistry and feedback to GM who will follow up on behalf of the task group. DJ to feedback to Partnership board and request support from the board to write asking for information about dental services for people with LD.
- **Action** – Working together responses to be discussed at next Health Task Group This item will be first agenda item at the next meeting.
- **Action** – Victoria Pilkington is now taking information sharing forward.
- **Action** –DJ agreed to feedback concerns about service user involvement in Partnership Board to task Group Chairs.
- **Action** – DJ to contact Podiatry services regarding Training Calendars

FUTURE MEETINGS:

8.10.09 @ 2PM @ MAIN MEETING ROOM, EASTFIELD CLINIC
3.12.09 @ 2PM @ MAIN MEETING ROOM, EASTFIELD CLINIC
4.2.10 @ 2PM @ MAIN MEETING ROOM, EASTFIELD CLINIC