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| **Attendees**: Kate Jaunay (Kitchen Table Whanganui), Wendy Brenkley (Complex Care Network), Janine Hoete-Thorton (NZDSN), Andrea Crutchley (Feilding Kitchen Table) and Tina Lincoln (**(**Development Manager and Secretariat Support – Care Matters), |

**Apologies:** Shane Doull (Whanganui Kitchen Table), Christine Zander-Campbell (Parent to Parent), Dr Carey-Ann Morrison (Imagine Better), Katrina Fletcher (Carers NZ), Wai Campbell (Kitchen Table Whanganui), and Rebecca Walton.

**General Update**

***Introductions and reconnect (everyone)***

***Updates***

* General Learning from Covid-19
* Updates from regions
* Ministry of Health contract renewal – not signed off yet and expect confirmation within next few weeks

***Resignation:***

Rebecca Walton has resigned from her positon at SAMS – having worked for SAMS for the past 15 years. We want to mention the support and communication within the Advisory Group has been outstanding, and she will be missed greatly. We wish Rebecca all the best in her future direction. Rebecca will officially finish 31st August 2020.

Tina Lincoln will be taking on the relationship aspect of the Development Manager role.

***Current Position:***

From September 2015 – May 2020 we have had 1919 workshop participants and 176 workshops throughout New Zealand. This equates to an average of 11 attendees per workshop. We have also facilitated Kitchen Tables around New Zealand and over the last few months provided on-line learning opportunities through Zoom.

We note that face-to-face information sharing is estimated to be 14 times more effective than other forms of communication and the benefit of having one person attend a face-to-face session can positively impact an entire family/personal network.

Overall Care Matters participants consistently give workshops a high satisfaction rating (for this reporting period we currently have 100% of participants rating Care Matters workshops between good to excellent).

Care Matters workshops are also rated very high for relevance, approach, responsiveness and relationships (from on-line surveys from 2016 onwards).

We have a website with an extensive range of resources (there are approximately):

* 50 webpages,
* 22 booklets and guides
* 6 videos and 8 podcasts

***Update - Summary of Care Matters results and achievements (Tina Lincoln)***

At the current time, we have completed 29 of the 37 Workshops and 9 Kitchen Tables for this contract period (1st September 2019 to August 31st 2020).

The Advisory Group were provided with summary of results from:

* Care Matters Reporting May and June 2020 (during Covid-19 lockdown period).
* Resource development over past 6 months
* Resource updates 2020

We have offered Zoom workshops during this period. Parent to Parent will continue with Zoom interactions until the end of the contract round (August 31st 2020).

SAMS has re-scheduled face-to-face events for July and August. We have organised four face-to-face workshops during this time, for South Auckland, Warkworth, Whanganui, Hawera, and Masterton.

***Resource Update***

***Development of new resources, year-to-date include;***

* Overview of Enabling Good Lives and System Transformation
* Information for families – preparing for the new era
* Families – expectations of providers
* When I feel worried (0-6) years
* Sometimes I get anxious (7-12) years
* Sometimes I get anxious (13+) years
* Navigating disability and mental health services
* Getting a break
* A Good Life

***Discussion Points:***

***Strategic Direction***

*Meeting the needs of diverse carers and whānau - continuation of Zoom if requested.*

***Creation of phone App***

*Advisory Group supported the idea and suggested we ask other networks to gain more insight and ideas of potential resource.*

*Suggestions included;*

* *Connect with ASB business hub – All Black celebrities who have family members with disability.*
* *Wider networks*

***Resource Development priorities from Advisory Group:***

The Advisory Group had discussions about potential resource development for our Care Matters Website for 2020 -2021.

The Advisory Group presented with ideas from the e-Leadership group, SAMS, Parent to Parent and additional ideas from the Advisory Group and their networks. All resources were supported and **the prioritisation is listed below for each organisation**.

**SAMS**

1. EGL Principles – embedding the principles into our thinking
2. Funding – understanding flexible funding choices for all whānau (ie. those who have no funding but may be eligible). Tools include effective communication, how to negotiate what I want, and channels back to the Ministry of Health to raise concerns)
3. Education – ‘when school is not a suitable education option’. Two resources suggested:

* include connecting with home school networks, to ensure deeper understanding.
* education – whole of life (beyond school)

1. Supporting positive behaviour (*rename*) – high level of demand for information from website.

**P2P**

1. How does a family create a vision (stories and tools)?
2. Setting up peer support (parent support groups).
3. Respite alternatives – capturing family stories about creative use of ‘respite’ funding to get a break.
4. Help for carers supporting disabled children through puberty (including sexuality information).
5. Teen autism booklet (like the About Autism booklet but for parents of autistic teens).

***Additional Resources suggested by the Advisory Group:***

Post school transition and beyond school (what I do during the day) – capability and capacity building options for families and whānau.

***Additional Comments by Advisory Group included;***

* Unit Standards Learning – would like to see unit standards of Enabling Good Lives Principles and approach embedded into training (foundation of workforce training and development).
* Ensure organisations who provide training understand Enabling Good Lives.
* Updating and refining language of learning material so that it aligns with Enabling Good Lives principles and approach.

***Member representatives/succession planning:***

The Advisory Group decided the following points:

* Strengthen members where possible to include; Maori, Pasifika ethnic diversity, male, individual/s with a disability who are family members.
* Strengthen e-Leadership (send information out to Advisory Group Members).
* Three years involvement on Advisory Group – (if replacement is challenging – right of return decided by the Advisory Group).
* If person has had no attendance for two meetings, then a replacement will be sought.
* Care Matters will contact National organisations for replacements after the three-year term and/or non-attendance.
* Care Matters will find replacements for (independent representation).
* Ideally, we would look at the Advisory Group Membership rotation of no more than two people at one time.

***Finishing Comments for the day:***

Motivation

Collaboration

Excited possibilities

Hope

Reconnecting

**Next Meeting Date:**

**Friday the 5th of February 2021, 10 – 3pm, in Palmerston North** (venue TBC).