



**Deakin University and the Department of Human Services
(Barwon - South Western Region) Partnership
Executive Meeting**

Thursday 17th December 2009
Deakin University, Burwood Campus
Building J, Level 3, Rm 3.52

Minutes

Chair: Professor John Catford

Present

Professor John Catford, Mr Jim Higgins, Ms Chris Faulkner, Associate Professor Mardie Townsend, Mr John Hedditch, Ms Kay Mills, Dr Cathryn Carpenter, Mr Chris Loughnan.

Item	Subject	Executive Recommendations
1	Welcome and Introduction John Catford welcomed executive members to the meeting and introduced and welcomed Chris Faulkner (Director, Department of Health) as a new executive member representing the Department of Health Chris and Jim provided an overview of the new DHS and DH model in the Barwon-South West Region. The Departments remain co-located and continue to work closely together. The work of the Partnership remains relevant to both entities.	
2	Confirmation of Minutes from Executive Meeting Thursday 10th Sept, 2009 Last executive meeting minutes confirmed and accepted. No business arising from minutes that is not already included on current agenda.	



3	<p>December Executive Report tabled Kay Mills tabled the Partnership Executive Report for the last quarter and summarized major points of action across the three Beacon Projects and four Advisory Groups (see attached).</p> <p>Beacon Projects (Appendix 1: Executive report)</p> <p>Farmer Health Conference Kay outlined collaboration with the National Centre for Farmer Health (NCFH) to develop a framework to inform a rural health conference for 2010.</p> <p>Corio/Norlane Neighborhood Renewal Cathryn outlined ongoing collaborating with Professor Sue Kilpatrick and Sandra McClelland on the delivery of the Corio Norlane Development Advisory Board (CNDAB) Research Forum which brought together key researchers from Deakin University with community members to develop a shared vision and map of current and future research initiatives in Corio/Norlane.</p> <p>Jim noted the important role the Partnership played in the major achievement of the CNDAB being accepted as a Full Member of the World Health Organisation Alliance for Healthy Cities.</p> <p>Workforce development John Hedditch and Kay have had talks with Kim Sykes (Service and Workforce planning DHS/DH) regarding the implementation of the new student clinical placement model. Kim would welcome a submission in early 2010 to develop a Clinical Academy Pilot in the Barwon-South Western Region.</p> <p>John and Jim noted the importance of developing strong Clinical Academy and workforce planning models for the region.</p>	<p>Future Partnership role to be an interested supportive participant. NCFH responsible for further Conference organization.</p> <p>Corio Norlane Neighborhood Renewal remains an ongoing Beacon Project focusing on supporting the generation of evidence on activity that makes a difference in disadvantaged communities. Projects with successful outcomes will add to the evidence base and have potential application in other disadvantaged communities.</p> <p>Workforce development and strategic planning remains an ongoing priority and Beacon Project for the Partnership team.</p>
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	<p>Advisory Group and other activity The Partnership team provided a verbal summary of Partnership activity for the quarter. Refer to summary of activity and advisory group strategy reports in executive report</p> <p>Budget John Hedditch noted a budget item error The surplus funds are \$32,024 not \$39,024. (Kay's \$7000 salary item has been overlooked in total expense column).</p>	
4	<p>Partnership Draft Evaluation results tabled</p> <p>The School of Psychology evaluation was tabled for executive review. The recommendations and key findings are listed in Appendix III of the executive report. John Catford noted the strong overall support for the Partnership activities by members. The executive discussed a number of issues highlighted by the evaluation including:</p> <ul style="list-style-type: none">• clarification of advisory group roles and achievable number of objectives• a modified Partnership model to use resources most efficiently• need to more effectively engage with the South West area of the Region• the need to review and refresh advisory group membership• wider stakeholder membership and financial contribution• addressing ambiguity and the role of the Health and Wellbeing Advisory Group	
5	<p>Co-Chair feedback re Partnership activity</p> <p>The co-chair feedback was reviewed by the executive with findings reinforcing and aligning to those of the evaluation report (refer Appendix IV of executive report)</p>	



6	Feedback from Professor Judith Ramaley workshop Kay provided an overview of Judith Ramaley's Partnership workshop conducted during her visit to Deakin in August. (refer Appendix II of executive report) Judith noted the marked progress in developing Partnership engagement since her visit last year. In her key findings she recommends that it is an appropriate time to revisit the Partnership mission to free up resources to efficiently focus on core Partnership priorities. Judith also emphasized the potential of the Health and Wellbeing Advisory Group to be a generator and responder of ideas from the other three Advisory Groups.	
7	Proposed new Partnership model tabled for discussion (see attached) The Partnership team tabled a new Partnership model for Executive discussion. The model has been developed by the team over the past month drawing from a range of sources: <ul style="list-style-type: none">• team experience of Partnership strengths and weaknesses throughout the year• the draft Partnership evaluation report• feedback from co chairs and the Judith Ramaley workshop sessions The proposed new model considered a wide range of Partnership issues: <ul style="list-style-type: none">• Advisory Groups roles and structure• specific role of health and Wellbeing Advisory Group• Partnership membership base• regional coverage of Partnership• resource and capacity needs of Partnership• Partnership expansion and rebranding options	The executive reviewed the proposed new model and made key recommendations: <ul style="list-style-type: none">• to maintain existing Partnership relationship and not widen structure• Partnership name modified to incorporate DHS and DH structural changes. New name Deakin/DH/DHS Partnership• Sue Kilpatrick to be invited onto Executive to strengthen engagement in South West by John Catford.• To further engage with TAFE particularly through Workforce and Research Advisory Groups• Overall review and refresh Advisory Group membership• Health and Wellbeing (H&W) Advisory Group to be disbanded as its mandate is already encompassed via the broader regional health and well being agenda and it can also be addressed via the broader agendas of the existing Advisory Groups.• Facilitate stronger Partnership engagement with G21 and Great South Coast H&W agendas• Review and refresh Partnership model and circulate this to Executive out of session



		<ul style="list-style-type: none">• Develop business case for revitalised Partnership model and sustainable resource base• Revitalise three modified Advisory Group profiles with one chairperson and dedicated team representative:<ol style="list-style-type: none">1. Workforce Development: Chair-John Hedditch/team rep- Kay Mills2. Community Capacity and Engagement: Chair-Sue Kilpatrick/team rep- Chris Loughnan3. Research/Evidence/Evaluation: Chair-Mardie Townsend/Team rep- Cathryn Carpenter• Three executive meetings to be held per year
8	Other Business Cathryn tabled the Parent to Parent publication for executive discussion and direction regarding options for republishing and distribution.	Jim would not publish under a DHS reference but would be happy to discharge copyright rights to Deakin for publishing. John Catford to consider options for providing the guide as a Deakin online resource.
9	Next Meeting Friday 26 th February, 10 to 12pm, Room 2.09 DHS Offices ,Fenwick St, Geelong	Agenda at next meeting: Partnership Business Case to outline work program for 2010,objectives & milestones for Beacon Projects and Advisory Groups, as well as resources and skills.