



**Deakin University/DH/DHS Strategic Alliance
(Barwon - South Western Region)
Executive Meeting**

Minutes

9.00-11.00 am Friday 15th February 2013
Conference Room1.01, Level 1, State Government Offices, Geelong

Chair: Ms Jennifer McDonald (Acting Director/Health and Aged Care, DH)

Present

Professor Brendan Crotty (Pro Vice Chancellor, Faculty of Health, DU), Ms Chris Faulkner (Area Director Barwon DHS) delegated representative for Ms Anne Congleton (Regional Director, DHS), Professor John Toumbourou (Associate Dean-Partnerships and Workforce, Faculty of Health, DU), Mr Matthew Ebden (Deakin Alliance Coordinator), Ms Leanne Hodder (Manager, Local Connections, Barwon DHS), Ms Kay Mills (DH Alliance Coordinator), Mr Chris Loughnan (Project Officer, Deakin/DH/DHS Strategic Alliance).

Apologies

Dr Steven Allender (Associate Professor, Deakin Population Health, Strategic Research Centre)

Item	Subject	Actions
1	<p>Welcome and Introductions</p> <p>Jennifer introduced herself to the Executive team and expressed a warm welcome to Chris Faulkner as the delegated representative for Anne Congleton and Leanne Hodder as the DHS point of contact for Alliance collaboration.</p> <p>Chris in her previous role as Director of Health and Aged Care (Department of Health) was a member of the Executive team and is familiar with the Alliance current priorities.</p> <p>Leanne provided an overview of her role as Manager of Local Connections in the Barwon area. This is a new Unit developed under the recent DHS restructure with a focus on social inclusion for those who are marginalized or disadvantaged as well as priority place areas such as Norlane, Corio, Whittington and Colac. The Unit also provides funding for a wide range of agencies ranging from family violence, community services, youth and families, home care to sexual assault. It was noted under the recent DHS Restructure that Barwon DHS no longer covered areas further to the West including Warrnambool and that the wider region remains an important focus for Alliance work.</p> <p>Jennifer advised the Executive that Kay is taking up an opportunity to work for 6 months helping to set up the National Disability Insurance Scheme (NDIS) launch for the Barwon area. She begins this role next week in Canberra. The Executive extended their best wishes to Kay working on this ground breaking disability scheme. Jennifer noted the short term loss to be offset by longer term learning's Kay can share with the Alliance. Brendan noted Deakin's keen interest in helping support the NDIS process. Jennifer advised that she would work out replacement options to cover Kay's Alliance coordination duties.</p>	<p>Leanne Hodder delegated as DHS point of contact for Alliance collaboration</p> <p>Chris Faulkner to advise Executive on her remit to cover DHS activity broadly across the Western Region</p> <p>Jennifer to delegate replacement staff while Kay undertakes NDIS work</p>
2	<p>Business Arising from Minutes An introduction and briefing meeting between Dr Pradeep Philip (the new Secretary of the Department of Health) and Professor Brendan Crotty has yet to be organized. Jennifer noted a meeting could be coordinated with Dr Philip when he visits the region in the near future.</p> <p>Confirmation of Minutes of the last Executive meeting 9th August 2012</p>	<p>Jennifer McDonald to facilitate a meeting between Brendan Crotty and Dr Philip. Minutes confirmed.</p>

<p>3</p>	<p>Review of updated MOU</p> <p>The redrafted MOU and attached Schedule 1 were tabled for discussion by the Executive team. At a meeting held on 21/12/12 to review the MOU attended by Chris Faulkner, Jennifer Mcdonald, John Toumbourou and Kay Mills it was identified that the MOU should be redrafted in a way that supports a more flexible model without the need for continual adjustments. The attached Schedule to the MOU is designed to outline an annual Alliance work program which includes the specific deliverables associated with each Advisory Group.</p> <p>There was a general consensus that all members want to maintain a strong collaborative working relationship irrespective of financial contributions. The MOU is an in principle agreement reflecting a commitment by members to a long term and sustainable engagement. In light of this commitment Brendan suggested the new MOU be ratified for as long a term as possible given each organizations legal position. Detailed resourcing commitments can be identified in the annual attached schedule.</p> <p>Please progress actions & forward feedback to John Toumbourou or Chris Loughnan.</p> <p>Actions</p> <p>DHS: (Chris Faulkner/Leanne Hodder)</p> <ul style="list-style-type: none"> • Review terminology in MOU relevant to recent DHS restructure • Check wording in regard to geographic coverage ie covering region or division • Check maximum legal term for MOU <p>DH: (Jennifer Mcdonald)</p> <ul style="list-style-type: none"> • Check maximum legal term for MOU <p>Deakin (John Toumbourou)</p> <ul style="list-style-type: none"> • will take the lead on progressing the MOU for circulation and review at the next Executive meeting • Check maximum legal term for MOU • Project Officer position (item 4.2) to reflect flexibility to be unfunded in future and done in kind. • Coordinator positions (item 4.1) not necessarily paid but as for DHS a point of contact. 	<p>See adjacent action list for DH,DHS,Deakin</p>
-----------------	--	---

<p>4</p>	<p>Alliance Executive Report</p> <p>4.1 Community Capacity Building Advisory Group (Chris Loughnan)</p> <p>Peter Quail Oration 2012</p> <p>Associate Professor Mardie Townsend presented the 2012 Peter Quail Oration: "Green Spaces and Wellbeing; Social Inclusion via Nature Connections" on Tuesday 4th September at Deakin University's Waterfront Campus.</p> <p>The Peter Quail Oration is an annual initiative of the Deakin/DH/DHS Strategic Alliance and is held in memory of Mr Peter Quail, a valued DHS colleague and founding champion of the partnership between Deakin, Department of Health and Department of Human Services. The aim of the Peter Quail Oration each year is to engage and inform the community and health service professionals on a topical and relevant regional health and wellbeing issue.</p> <p>For the first time the Peter Quail Oration was successfully incorporated into the Deakin Week program of events and filmed for distribution as a You Tube link. The Oration was well attended and enthusiastically received by an audience who were passionate about the topic and generated a lively debate in the open discussion section of the program.</p>	<p>Alliance team to review 2013 Peter Quail Oration speaker suggestions</p>
----------	---	---

Community Capacity Building Advisory Group update

Recent activity and Executive discussion:

- Steven Allender accepts Chair position of the Community Capacity Building Advisory Group and the team meets reaching agreement that the future focus be on a system based framework to build capacity for prevention
- Advisory Group meeting is held on June 26th where Steve provides an overview of a system framework and its applications to health and wellbeing issues. Members discuss using a system theory approach to prevention using an action learning approach around one or two common local themes. Discussion also covers expanding the membership representation and changing the advisory group name to the Prevention Capacity Building Advisory Group.
- Dr Hovmand presented a workshop on systems dynamics and group model building attended by Sue Morgan, Steve Allender and Matthew Ebden
- “Applying systems thinking to your work” workshop drawing on Dr Hovmand’s presentation was organized for advisory group members in November to progress developing a systems approach to prevention across the region. Unfortunately this meeting was cancelled due to the communication blackout across the South West. It was proposed to reschedule this workshop in 2013
- John Toumbourou advised the Executive that in recent days Steve Allender has resigned the Chair position of the advisory group due to priority research commitments. John has been in discussion with Steve re the importance of Deakin expertise and possible delegation of his role to a selected member of Steve’s team
- The Executive team agreed that the advisory group keep working to the current agenda to promote systems thinking knowledge across the region. Jennifer concurred that there is a real need for agencies in the region to get exposure to systems thinking in an ongoing way
- The Executive recommended that the advisory group identify a replacement Chair and aim to progress a system thinking workshop for the first half of the year. It was advised in planning the workshop to carefully identify relevant content and pitch with an agenda developed in close consultation with DHS staff
- Advisory group team review next steps of action this year for discussion at next executive meeting

John will work with Steve Allender to identify replacement chair for the advisory group.

Advisory group to progress Systems Thinking Workshop for first half year

Advisory group team to review and report back to Executive on next steps

4.2 Research, Evidence and Evaluation Advisory Group (Professor John Toumbourou)

Delphi study update

John outlined progress on the Delphi study which coincides with the local and regional health priority setting activities that are occurring in 2013. The Delphi consultation is conducted with a panel of around 100 people from across the region selected to represent expertise in areas including: research, state government, and local and regional planning. The survey enables people to respond with opened ended comments related to health and social problems that can then be grouped into themes. At a later date these can be taken back to respondents to determine priority rankings. John presented a Power point on progress to date noting the following findings:

- Returns are positive with a strong buy in by panel participants
- Responses are picking up themes including obesity and chronic disease, educational participation, place based disadvantage, mental health disorders as well as health service and workforce gaps
- People are looking for research actions and practical approaches undertaken at a local level
- Ideas to further unpack include land use planning, cost benefit analysis and health savings addressing disadvantage, using technology to break down isolation, network assistance to develop impact & outcome evaluations

Research Advisory Group Meeting

A meeting of the Research Advisory Group will be scheduled for 2nd May 2013 to seek advice in interpreting and reporting the first Delphi survey. Prior to the meeting themes from the first survey will be summarised. The Advisory Group will assist interpreting responses, will advise on the second survey to be initiated from June 2013 and will agree on processes for disseminating the findings. These findings will give Deakin researchers a clearer picture of priority research needs for the region and help inform actions the advisory group undertakes next year.

John Toumbourou,
Matthew Ebden and
Rachel Leung progress
Delphi project

4.3 Barwon South Western Region Workforce Steering Group (Kay Mills)

Workforce steering group update

Kay outlined the activity of the Workforce steering group to build strategic partnerships and lead key workforce planning initiatives across the Barwon South West region. The outcome oriented strategic framework was validated and supported during the consultation and engagement phase conducted by consultants Siggins Miler. Seven key strategies for the 10year strategy were identified

1. Workforce development to support system re-engineering, changing service models with a focus on place of service to improve productivity and help manage demand
2. Education and training of the existing and next generation of the workforce
3. Developing student placement capacity
4. Telecare, Telehealth, e-health,e-learning to improve productivity of workforce
5. Human resource management and workforce planning at service and facility levels
6. Developing governance, leadership and clinical leadership partnerships and networks
7. Partnering and working with others in the region on workforce development

A Strategy Control Group (SCG) met on 6 December to consider the draft strategy and action plans. At this time the Technical Paper was accepted by the group. The Strategy was approved with amendments on 21 December, 2012. The Action Plan is currently in draft final form.

A presentation was delivered by Jennifer McDonald to the BSW Regional Management Forum on 31st January on the Strategy with particular focus on outcome area 7 regarding partnering and working with others in the region on workforce development.

The new implementation group will meet 27th of March to discuss the Action Plan. Stakeholders identified as Suggested Leads have been engaged to finalise or make changes to the actions March 1st. A number of opportunities for partnering with Deakin and DH have been identified to progress the priorities articulated in the draft BSW Region Health and Wellbeing Workforce Strategy 2012-2022: Action Plan 2012-2015.

	<p>Executive discussion re Workforce steering group activity and future objectives</p> <ul style="list-style-type: none"> • Jennifer summarized the Workforce Strategy and action plan as a visionary list of aspirational goals to work toward over the next ten years. The workforce steering group has an important ongoing role to keep raising and progressing Workforce Strategy objectives • Jennifer cautioned to be realistic about what can be achieved in this space and recommended Alliance partners have a secondary conversation about identifying specific items to work on together. Brendan agreed it was a sensible idea with a very complex workforce strategy agenda. • Jennifer has suggested that the group review workforce objectives through a new lens of global financial stress. There is an urgent imperative to build effective relationships across the region which maximizes workforce outcomes in a climate of diminishing resources. 	<p>Kate Breen will continue to progress Workforce issues during Kay's NDIS posting</p>
<p>5</p>	<p>Alliance Financial Report as at 31st December 2012 and Budget for 2013 tabled</p> <p>John Toumbourou noted the current budget surplus estimate for 2013 @ \$34,000. He also raised the prospect of using some of the surplus to develop ideas coming out of the Delphi study in the second half of the year.</p> <p>The Executive reviewed and discussed the budget listing the following amendments</p> <ul style="list-style-type: none"> • Contribution from Deakin in 2012 to be added to Financial Report • R. Leung salary expenditure 2013 to be added to Budget • Chris Loughnan 0.6 salary expenditure noted for full calendar year noted in Budget • Matthew Ebden In Kind 0.5 contribution from the Faculty noted in Budget 	<p>John Toumbourou to notify Lorraine (Deakin Finance) of Budget amendments. Lorraine to forward copies to General Manager and Finance Manager Faculty of Health</p>

<p>6</p>	<p>Update of current National and State policy directions and priorities</p> <p>Deakin update (Brendan)</p> <ul style="list-style-type: none"> • Challenge to increase student numbers with caps and quotas now abolished • Faculty of Health record on student numbers is excellent with numbers doubling in 10 years • Rate of growth of student numbers has now peaked and will be difficult to maintain • University driven by new Strategic Plan: Live the Future (L: learning, I: Ideas, V: Values, E: Experience) • Focus on embracing digital transformation and blended learning (ie mix of direct contact and online) • Aims to further embed work placement into courses so students are work ready • New courses at Waurin Ponds Reach Centre: Sports Science, Optometry, and medical imaging • Reach Centre at Waurin Ponds opening on Friday 22nd February • Workforce planning activity continues with Regional Workforce Strategy, Clinical placement Network, Victorian Clinical placement Council. • Coordination of medical internships remains a challenge • Faculty of Health Research performance tracking well (\$18 Million last year) • Faculty of Health interested and well placed for involvement in NDIS research & evaluation projects • Funding challenges for National Centre of Farmers Health <p>DHS update (Leanne)</p> <ul style="list-style-type: none"> • NDIS coordination is a major focus includes the transfer of budgets and workforce movements • Services Connect implementation continues with a strong commitment to case management reform and establishing new ways to work with families • DHS Restructure work remains a huge challenge bedding down work roles in new areas <p>DH update (Jennifer)</p> <ul style="list-style-type: none"> • Jennifer is currently Acting Director (Health and Aged Care, DH Barwon) until Easter • Directors permanent position for DH Barwon has now been advertised • DH work is currently focussing efforts on how business is conducted and building effective relationships between central and regional offices in a climate of diminishing resources 	<p>Brendan to invite Jennifer to Reach Centre opening</p>
-----------------	--	---

7

Other Business

Suggested Peter Quail Oration speakers for 2013

- John McNeil, Monash University
- Steve Allender, Deakin University
- Felice Jacka

Summary outline of Alliance progress in the Great South Coast region in 2012: (Matthew Ebden)

- Co-location of SWPCP staff at the Deakin Warrnambool campus is strengthening collaborative research, teaching and intervention work;
- Deakin undergraduate health promotion students conducted needs analysis, intervention planning, data collection and policy analyses in association with SWPCP and member agency staff;
- New graduate from Deakin Health Sciences worked alongside SWPCP, member agencies and Deakin to manage intervention projects and support undergraduate work integrated learning activities;
- New graduate position created between Terang and Mortlake Health and Deakin and successfully filled for 2013;
- New graduate position created for SGGPCP but not successful in attracting a suitable candidate: need to review processes for attracting candidates;
- Submission of joint research funding bid (Federal government) with Deakin, Warrnambool City Council, Community South West and other agencies to retrofit homes for energy efficiency and reduced energy costs for people on low incomes in the SWPCP catchment area (outcome pending);
- Deakin Masters student working with SGGPCP investigating consumers' experience of tele-health in western Victoria;
- Identified developing and encouraging health professionals to undertake Masters (research) as a key driver to improve workforce capacity while simultaneously undertaking much needed research and evaluation in the region;
- Hosted 2 networking functions (Warrnambool and Hamilton) attended by Deakin's Vice-Chancellor and representatives from Deakin, SWPCP, SGGPCP including member agencies;
- Developing Masters projects to research priority health issues for 2013; and
- Various regional health priority planning activities.

8	<p>Alliance Executive meetings for 2013</p> <p>Midyear</p> <p>Date: Thursday 13th June Time: 1 to 3 pm Venue: Deakin University, Reach Building, Waurin Ponds Room : To be confirmed</p> <p>End of Year</p> <p>Date: Wednesday 30th October Time: 10 to 12am Venue: Level 1, State Government Offices, cnr Fenwick & Lt Malop Sts Room: Rm 1.01</p>	<p>Chris Loughnan to confirm dates/times/room booking for Executive meetings</p>
---	--	--