



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

Minutes

Tuesday 5 October 2010, 1400-1600hr
Rm AD1.122, Deakin University, Geelong-Waterfront

Chair: Ms Christine Faulkner

Present

Ms Chris Faulkner, Ms Kay Mills, Mr John Hedditch, Professor Sue Kilpatrick, Dr Anita Peerson, Sandra Roughley (on behalf of Jim Higgins).

Apologies

Professor John Catford, Mr Jim Higgins, Associate Professor Mardie Townsend, Mr Chris Loughnan

Item	Subject	Action
1	Welcome and Introduction Chris Faulkner welcomed Executive members to the meeting, and noted John Catford, Jim Higgins, Mardie Townsend and Chris Loughnan as apologies. Sue has accepted the invitation to join the Alliance Executive team.	
2	Confirmation of Minutes - 26 February 2010	<ul style="list-style-type: none">• Executive meeting minutes confirmed and accepted.

<p>3</p>	<p>Business Arising from Minutes:</p> <p>Alliance team staffing changes</p> <ul style="list-style-type: none"> • Sue Kilpatrick – new member of Executive team • Anita Peerson – new role as DU coordinator (initially 1 March-1 June 2010, and extended) <p>Alliance Mid Term Evaluation Report</p> <ul style="list-style-type: none"> • Accepted by Executive (March 2010) • 'DU-DHS Partnership (BSW Region)' renamed as 'Deakin/DH/DHS Strategic Alliance (BSW Region)' • revised model approved by Executive (April 2010) and circulated to Alliance members for consultation • Kay Mills presented co-authored paper on Strategic Alliance at AUCEA conference, University of Tasmania, Hobart, July 2010 and poster at PHAA conference, Adelaide, September 2010. Conference paper has been peer reviewed for publication in conference proceedings. <p>Advisory Groups</p> <ul style="list-style-type: none"> • Workforce Development Advisory Group Chairperson: Mr John Hedditch Alliance Team representative: Ms Kay Mills Deputy Chair: Associate Professor Bernie Marshall • Research/Evidence/Evaluation Advisory Group Chairperson: Associate Professor Mardie Townsend Alliance team representative: Dr Anita Peerson Deputy Chair: Dr Shelley Bowen • Community Capacity Building Advisory Group Chairperson: Professor Sue Kilpatrick Alliance team representative: Chris Loughnan Deputy Chair: Sue Morgan <ul style="list-style-type: none"> • Mardie Townsend/Anita Peerson invited Associate Professor Bernie Marshall (Deakin) onto Workforce AG as Deputy Chair. 	<ul style="list-style-type: none"> • Forthcoming AUCEA conference proceedings • New MOU to be re-negotiated between Deakin, DH and DHS (in progress)
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<ul style="list-style-type: none"> • John Hedditch/Kay Mills invited Dr Shelley Bowen (DH) onto Research AG as Deputy Chair. • Mardie Townsend invited Sue Kilpatrick (Deakin) to chair Community Capacity Building AG. • John Hedditch/Kay Mills invited Sue Morgan (DH) onto Community Capacity Building AG as Deputy Chair, as Christine Ferguson (DHS) had declined invitation. <p>The Alliance Team (John Hedditch, Mardie Townsend, Kay Mills, Anita Peerson, Chris Loughnan) identified and invited best candidates to each AG, which have also had their 1st meeting and reviewed the terms of reference.</p> <p>Research Application – Whole-of-community approach to Childhood Obesity Prevention</p> <ul style="list-style-type: none"> • DH and Deakin WHO Obesity Sentinel site have been encouraged by Prevention and Population Health Branch developed and submitted a Partnership Application for a whole of community childhood obesity prevention research project region wide. A grant application was made to the Research Partnership Fund, DH. It is currently being considered. <p>Provincial Victoria - Liveability Symposium</p> <ul style="list-style-type: none"> • Discussions have been held with Nadia Reid (DPCD) to take steps to convene representatives from BSW Region's DPCD, RDV, DH, DHS to establish a series of activities to focus on the Liveability theme as it applies to different communities and its impact on provincial Victoria (eg small towns in decline, regional centres, disadvantaged populations, coastal communities). <p>Healthier Together</p> <ul style="list-style-type: none"> • A Strategic Plan for Health and Wellbeing in Victoria's Great South Coast is being developed by DH and key stakeholders. 	<ul style="list-style-type: none"> • Executive to receive update at next meeting • To be confirmed • Executive to receive update at next meeting • A copy of the plan will be forwarded to executive members particularly seeking Deakin feedback/comments on how to establish a sustainable monitoring and evaluation framework.
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	<p>DU courses – Emergency Services and Emergency Services Management</p> <ul style="list-style-type: none"> • Sue Kilpatrick provided an update on developments of establishing these courses at DU, Warrnambool campus, through Dr Tim Baker (Director, Centre for Rural Emergency Management, DU, Warrnambool) • Requires further discussion with DH • Chris Faulkner indicated that guidelines (2008) have been developed for registered nurses (Division 1) to practise in rural and remote areas (Victoria), and modules based on Queensland model for rural and remote nurses 	<ul style="list-style-type: none"> • Chris Faulkner (DH) to follow up with DH colleagues (BSW Region and Central office, Melbourne) • Chris Faulkner to provide Sue Kilpatrick with further information on DH initiatives, to assist with DU developments
4	<p>Alliance Operations Deakin/DH/DHS Strategic Alliance model New model finalised and activated (April 2010) – and circulated to all Alliance members, plus Faculty HMNBS staff members.</p> <p>Advisory Groups Research, Evidence and Evaluation Verbal report provided by Anita Peerson</p> <ul style="list-style-type: none"> • New members: Michelle Verso, Dr Tim Baker and Professor Trisha Dunning • Potential links with the Centre of Excellence in early Intervention and Prevention Science, a DH-funded initiative to support knowledge translation (evidence-based policy). The Centre will be operational from February 2011 • Also consider G21 and GSC, CNDAB health and wellbeing priorities/plans • Next meeting – February 2011 • Workshop to determine AG 2011 priorities – March 2011 	

Workforce Development

Verbal report provided by John Hedditch

- Application to Regional Development Victoria for funding strategic workforce planning in BSW Region (including G21 and GSC sub-regional areas)
- Working with Geelong LLEN, G21 education and training pillar and potential links to GSC
- Need for links with local universities and TAFE
- New DH (BSW Region) appointments – Kate Breen (regional allied health) and Dr Jane Redden-Hoare (regional clinical placements coordinator)
- G21 and GSC – priorities include: education and training, workforce development, and greater linkages being developed
- In-house DH team addressing workforce development (infrastructure, planning, innovation)
- DU – possibility of a common unit across all allied health courses
- Nursing – nursing students applying to become Division 2 nurses encountering barriers to registration/employment (previously in Victoria but not now with national registration, from July 2010) – all nurses to demonstrate continuous professional development (minimum=20hr/year) requirement for annual registration
- Health Workforce Australia – setting new directions for Australian workforce, including at regional level
- Workshop – early 2011 to discuss AG priorities and regional activity

Community Capacity Building

Verbal report provided by Sue Kilpatrick

- Preparations for the Peter Quail Oration (28 October 2010) are underway with guest speakers: Kellie Horton – VicHealth, Professor Jim Hyde – DH, Melbourne
- Workshop to be held in March 2011 to consider: increasing workforce capacity, community capacity, keynote speakers, marketplace concept (share examples of good practice, experts, evaluation)
- Next meeting – November 2011

- Anita Peerson provide referral to Sue Kilpatrick regarding Peter Kelly, Health Promotion, Barwon Health, Geelong – example of community development (men's health – organised Blokes Day Out, May 2010)

<p>Other Alliance Activity</p> <p><i>Parent-to-Parent publications (2)</i></p> <p>Verbal report provided by Anita Peerson</p> <ul style="list-style-type: none"> • Co-author Dr Susan Bailey (Qld) request to John Catford for approval to enable transfer of copyright, to self-produce both books as either hard copy/e-book • Documents (correspondence, service agreements) between Deakin and DHS (BSW Region) have been located, and are to be reviewed by DU solicitor with expertise in intellectual property and copyright law (in progress) , to enable response from John Catford to co-author Susan Bailey <p><i>AUCEA conference (University of Tasmania, Hobart, July 2010)</i></p> <p>Verbal report provided by Kay Mills</p> <ul style="list-style-type: none"> • Strategic Alliance represents an unique model of partnerships (university-government) with recurrent funding • Paper to be published in conference proceedings (in press) • DU – AUCEA member (see AUCEA website) • DH could become an AUCEA member • 2nd paper in progress for publication in a e-journal, addressing 12 months post-evaluation of the DU-DHS partnership now Deakin/DH/DHS Strategic Alliance (BSW Region) • Conference papers to be placed on Strategic Alliance website • Other DH colleagues (NW Region, Melbourne and Southern Health-Monash) are exploring models of university-government partnerships • Public health managers (Vic) becoming interested in university-community partnerships • Anita Peerson to present paper on partnerships related to teaching at DU Teaching and learning conference, Burwood, 3-4 November 2010 • Anita Peerson to prepare a poster on Research AG to DU Research Networking Afternoon, 19 November 2010 <p><i>PHAA conference, Adelaide, September 2010</i></p> <p>Verbal report provided by Kay Mills – on poster presentation</p>	<ul style="list-style-type: none"> • Documents (correspondence, service agreements) between Deakin and DHS (BSW Region) have been located, and are to be reviewed by DU solicitor (in progress) • John Catford to respond to Susan Bailey <ul style="list-style-type: none"> • Kay Mills to explore possibility of DH becoming a member of AUCEA • Kay Mills and Kathryn von Treuer submitted additional paper to AUCEA e-journal for review, focussed on evaluation findings and implementation • Sue Kilpatrick to investigate Deakin to AUCEA
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5	<p>Alliance Budget (Executive Report)</p> <ul style="list-style-type: none"> Executive reviewed budget report. More details sought on non-salary figures. 	<ul style="list-style-type: none"> Anita Peerson to request further information on non-salary component of Budget, and provide details to Chris Loughnan for reconciliation with records
6	<p>Other Business</p> <p>Contracts pending</p> <ul style="list-style-type: none"> Executive discussed financial arrangements for funding Alliance positions: DU Coordinator (0.6EFT), DH-DHS Coordinator (0.4EFT) and Project Officer (Deakin-DH-DHS) (0.6EFT) Contract for Project Officer position ends in November 2010, and requires agreement that the position will continue, and Chris Loughnan is happy to continue in the role Executive agreed that the position should continue. <p>Industry funding opportunities</p> <ul style="list-style-type: none"> Potential industry funding opportunities to support the Strategic Alliance activities (especially research) could involve: Shell, Alcoa, Woodside <p>Revised Alliance MOU draft (tabled)</p> <ul style="list-style-type: none"> Executive members reviewed 1st draft MOU Input also required from DHS 	<ul style="list-style-type: none"> Mardie Townsend to discuss with Chris Loughnan about his interest and availability to continue as Project Officer. Members of the Research Advisory Group to explore opportunities for industry funding to support research This requires discussion with staff members of the Research Partnership Office, DU, before approaching industry – to avoid conflicts of interest Executive members to review 1st draft MOU and provide Anita Peerson with comments, for 2nd draft Sandra Roughley to brief Jim Higgins (DHS, BSW Region) Process – final draft to Izabela Sulek (Project and Partnerships Manager, Fac HMNBS, DU) and then passed to DU solicitor and solicitors of DH and DHS (BSW Region) for consideration, negotiation and agreement Formal signing of the MOU – details to be confirmed, given Victorian state election 21 November 2010, and state government in caretaker mode from 3 November 2010.
7	<p>Next meeting</p>	<p>1030-1230hr Thursday 2 December 2010 DHS (BSW Region), Little Malop St, Geelong</p>