

Polio Advisory Committee Minutes for meeting held Friday 28th March 2008

Present

Margaret Cooper, Geoff Dean, Marilyn Grimme, Peter Hudson (Executive Manager, Community Services), Michael Judson (Chairperson), Mary-ann Liethof, Christine McAuslan (Minute Taker), Gordon McKinnon and Liz Telford

Apologies

Jill Burn and Jo McKenna

Confirmation of Minutes for meeting held February 29th

Moved by Marilyn and seconded by Geoff. All in favour

Agenda Items

Polio Canada Memorandum Of Understanding (MOU)

Gillian Thomas, President of Post-Polio Network NSW had contacted Polio Canada in regard to MOU and had not received a response. Mary-ann followed through and received a copy of the Polio Canada MOU (between member organisations) which is basic in content and covers the brand/trade name for the group. From Polio Canada's MOU, it is not clear as to whether there is a Constitution or if the organisations concerned are incorporated.

Oral History Project Update

- Liz reported Jill Wheeler PhD had attended the last Oral History sub-committee meeting to help further discuss and clarify the potential ways in which the history project could be presented.
- The sub-committee meeting immediately scheduled after this PAC meeting was postponed due to the inability of two participants to attend. Guest attendee, Barbara Rossall-Wynne, Curator and Archivist dealing with the history of Fairfield Infectious Diseases Hospital, has agreed to be rescheduled to attend on the 27th June.
- The April 18 meeting will be attended by Joan Smith, Convener of the Yarra Ranges Polio Support Group, who will talk about their own oral history project.

PAC Election Applications

- There have no external applications for the PAC received after advertising in Polio Perspectives.
- Geoff will nominate as he has been only been seconded to the PAC to date.
- Michael will re-nominate.
- It is assumed that Jo will be re-nominating but Mary-ann to check.
- Marilyn will not be re-nominating, thereby leaving a vacant position.
- Being one member short, the PAC will need to second a general member.
- As per the PAC Guidelines, we have: 2 rural – Gordon and Geoff; 2 PSG members – Jo and Michael; 2 independent – Margaret and Jill; and one general (also independent) – Liz

Geoff bought up the suggestion of teleconferencing possibly every second meeting. Michael suggested this could be done over the internet, possibly using VOIP. Mary-ann will follow this up with Steven (ParaQuad IT) as she would like to explore this option for the next meeting due to its proximity to the current meeting.

Convener's Forum 2008

Mary-ann has organised this for Thursday 13th November to be held at Ross House in Flinders Lane in the CBD and has also organised very reasonably priced accommodation at 'Formule 1' on Elizabeth Street at \$79.00 or \$109.00 for accessible rooms. Meal allowance and taxi or travel reimbursement will also be supplied to participants.

Margaret asked as to whether a PAC member would be present. Marilyn will be attending as the representative for the Shepparton PPSG. Mary-ann will work on the content of the day on her return from the United States and will discuss at further PAC meetings. Hamilton is the only group who has advised that they will not be attending. A representative from Mildura may be able to combine a trip to Melbourne with other activities but is yet to confirm. It is anticipated that representatives from newly formed groups in Echuca and Bayside will attend, if the groups take off.

Review of previous action plan

- Updated Polio Australia Constitution was sent to PAC members for information.
- The Polio Australia MOU has been discussed and reported as recorded in these Minutes.
- Polio Perspectives link listing regional Polio Day dates has been emailed.

Correspondence

Outgoing:

- **Application letter to Australia Post re Commemorative Stamp**

Peter has forwarded this but there is no response as yet. If there is too long a delay Peter will follow up with Australia Post.

Incoming:

- **MS Summer Concessions request for letters**

Mary-ann forwarded this request to the convenors but has had no response. Suggestion to the PAC that they all get someone they know to write a letter. Liz offered to contact Jo with questions (as stated in email from Michael Summers, MS Society) for Jo to respond to and forward format letter to 'everybody'. Liz will email Michael Summers to let him know this is happening.

Geoff has dropped off a copy of the VCOSS letter in the last edition of Polio Perspectives to his local MP, Edward O'Donohue.

Reports

PQV

Peter reported that:

- Kris Chapman, new Community Services General Manager, will start on Monday.
- There will be a Business Planning Day on the 9th April for all staff (previously only managers participated).
- There is no news on the move to a new location.

Polio Community Officer

- Everything for both the trip and Polio Awareness Month has been sorted.
- Richard Prentice, Relationship Development Manager has suggested the possibility of corporate sponsorship for advertising Polio Awareness Month in local the Sun/Herald and/or Weekly Times (rural). Display ads in the Weekly Times have been quoted at approx. \$800.00 and Mary-ann wants to run it 3 times = \$2,400. Marilyn suggested Sun/Herald would be best option for extensive readership. Sponsorship could also cover some extra catering costs.

General Business

- Mary-ann tabled newspaper clippings that Geoff had previously forwarded to her some months ago, including an article regarding 'Access Economics' research that was done for Parkinson's Australia in regard to the real costs of this health issue.

It was suggested that similar research on the costs of polio related issues could be part of a press release for Polio Awareness Month. PSV may be able to give some \$ figures.

Mary-ann will revisit the article and contact Parkinson's Australia regarding this research. Margaret suggested the possibility of covering SCI and polio statistics.

Action to be followed up

- | | |
|-----------------------------------------------------------------------------|-----|
| • Check if Jo McKenna will be re-nominating for PAC | MAL |
| • Follow up with Steven (IT) as to possibility of teleconferencing | MAL |
| • Contact Jo and advise Michael Summers (MS) re letter regarding concession | LT |
| • Follow up on Parkinson's Australia/Access Economics article | MAL |

Date of next meeting: 12.00pm lunch for 12.30pm start - Friday 18th April 2008, Board Room, 208 Wellington Street, Collingwood, 3066