

**Minutes**  
**Coordination of Wrap-Around Services Working Group**  
**9:00am – 11:00am, Friday 22 April 2016**  
**St John of God Counselling Service, 160 High Street Fremantle**

**Chair:** David Cain (Executive Manager, UnitingCare West)

**Participants:** Jenni Gordon (SWMPF), Traci Cascioli (St Patrick's Community Support Centre), Jade Gallaher (Housing Authority), Jennie Gray (Anglicare), Paul Hogan (Cockburn Community Care), Heather Hobert (Disability Services Commission), Paul Loseby (St John of God Murdoch Community Mental Health), Megan Richards (UnitingCare West), Bev Jowle (Fremantle Family Support Network), Antonella Segre (Connect Groups), Tracy Foulds (Explorability), Katarina Barjaktarevic (community representative)

**Apologies:** Olwyne Craske (Ruah)

**1. Welcome, Introductions and apologies**

A welcome and introduction was extended to Katarina our new group member.

**2. Volunteer to take minutes**

Bev Jowle

**3. Approval of minutes of meeting March 2016**

Approved

**4. Actions arising from the minutes**

All completed

**5. Person-Centred focus and Assessment Tool**

It was agreed that we would change the title of the document to include both the terms 'working definition' and 'principles' of person centred care. This would enable us to include all the information we currently have.

The following issues were raised during a discussion regarding the assessment tool:

- Look at potential domains for organisations to be assessing their person-centeredness within.
- Make use of the participation ladder from Jennie as a basis for our assessment tool.
- An organisation's value base and leadership will drive person-centred care.
- Importance of a person's involvement in planning/service design.
- Information that professionals have about clients should be available to them.
- General discussion about examples of person-centred care.

**Actions:**

- Re-format the draft of the definition and principles document and send it out to the group for approval before the next meeting (Jenni)
- Jennie, Bev and Jenni to form a working group to develop the assessment tool based on the documents sent out by Jennie and incorporating elements of the discussion above.

**6. Capacity Building for inter-agency groups- speaker update.**

Funding issues threatened to derail the SWMPF'S hosting of Vivienne Dorian who has been booked to talk to SWMPF members on issues of person-centred care. However, UCW generously offered to pay half and other members agreed that they could contribute. It was also suggested that we find a venue that can be donated. It was also decided that we would use this opportunity to launch the definition/principles of Person-Centred care as well as the assessment tool.

**Actions:**

- David to liaise with Jenni to discuss funding.
- Jenni to look into a donated venue.
- Jenni to send out a 'save the date'.

**7. Think Tank Referral Form**

Jenni asked the group if they thought that the Think Tank referral form and process was too cumbersome. Jade, Heather and Megan who have had first hand experience with the form agreed that it was not user friendly.

The following suggestions for change were put forward:

- Agreed a change is necessary.
- Maybe first contact should begin with a conversation rather than a formal referral?



Not-for-profit organisations

Government  
(local, State and Commonwealth)

Business

Community

Philanthropy

- Email or phone issues through to Karin or Jenni.
- Streamline to make the process easier.
- Develop a one page flyer to promote Think Tank at workshop on the 22 June.

Jade and Heather spoke to the group about the joint issue that they have submitted for referral to the Think Tank on behalf of the Housing Authority and the Disability Services Commission. The referral centers on the lack of emergency housing for individuals with disabilities (in this instance autism).

### **8. Evaluation**

Amma Buckley from Curtin University conducted a focus group as part of the SWMPF evaluation. No minutes taken as this was a confidential discussion.

### **9. Any other Business**

### **10. Next Meeting- date and venue**

Friday 27 May, TBC at St Patrick's Community Support Centre, 12 Queen Victoria St, Fremantle