

Community Advisory Committee (CAC)

Meeting 2/2017

Wednesday 8 March 2017

5:00 – 7:00pm

Boardroom

Monash School of Rural Health
Latrobe Regional Hospital campus
and via videoconference

Meeting Notes

1. Welcome and Apologies

Community members:

Ms Carolyn Boothman, Ms Marg Harty, Mr Ron Ipsen, Ms Tracie Lund, Mr Bill Redmond, and Mr Shane Wilson.

Organisational representatives:

Dr Glenys Butler, Ms Ruth Churchill, Mr Ian Gibson, Associate Professor Kate Moore, Mayor Kellie O'Callaghan, and Mr Peter Starkey (alternate for Mr John Guy).

Ex Officio:

Dr Jill Blackman (Senior Project Manager – videoconference) and Professor Judi Walker (Principal Co-Investigator).

Observers:

Dr Matthew Carroll (Investigator) and Ms Kylie Sawyer (Secretariat).

Apologies:

Professor Michael Abramson, Mr John Guy, and Dr Iain Nicolson.

Introductions were made and Professor Judi Walker, Principal co-Investigator (Gippsland) welcomed new members and requested consideration of any gaps in membership profile to be submitted via the Secretariat.

2. Membership, Terms of Reference, Election of Independent Chair

Dr Matthew Carroll, acting as Returning Officer, conducted the process for election of the Chair according to the CAC Terms of Reference.

One nomination was received.

Nominee: Ms Tracie Lund
Nominator: Ms Ruth Churchill
Secunder: Mr Ron Ipsen

As there were no other nominations, and she agreed to the nomination, Ms Tracie Lund was duly elected Chair of the HHS CAC.

3. Declaration of Conflicts of Interest

CAC members completed the Declaration of Interests Register.

4. Minutes from meeting held 8 February 2017 for confirmation

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The minutes of Meeting 6/2016, held on 8 February 2017, were endorsed as a true and accurate record by those members who had been present.

5. Study Status Report

The March Status Report had been circulated prior to the meeting. An update was provided for the Adult Survey, Early Life Follow-Up (ELF), Schools study, Community Wellbeing, Older People, Psychological Impacts, and Hazelinks research stream activities.

It was noted that the HHS is about to commence clinical assessments, with the ELF infant study starting in mid-March and the Adult cardiac and respiratory Clinical Streams starting in late-May.

The Hazelinks analyses of linked datasets is continuing, with the current focus on analysing hospital admissions and emergency data. This will be followed by further analysis of the ambulance call out data.

In the Psychological Impacts stream, the Schools study plans to commence reassessments on grade 3, 5 & 7 students (from year1), and recruit new grade 3 students, in the 2nd half of the year.

The Adult Survey closed recruitment on 16 February and is busy cleaning the returned data.

It was noted that all streams would be releasing findings throughout the year, with short summaries and detailed reports to be uploaded to the HHS website.

CAC members will be asked to give feedback and advice on dissemination of findings to the community.

Discussion included:

- Possible implications for the study of the closure of the Hazelwood Power Station.
- The study's relationship with the Latrobe Health Assembly and the new Ministerial Advisory Committee (MAC).

6. Exposure Assessment progress

CSIRO Oceans & Atmosphere Flagship has been subcontracted to conduct in-depth analysis of existing air quality datasets. In December 2016, they submitted their third and final report which models the levels of PM_{2.5} (fine air particles of less than 2.5micrometres in diameter) across Morwell and the wider Latrobe Valley, on an hourly basis for the duration of the mine fire. The CAC had previously seen the Summary of this Report, which has been placed on the HHS website.

Dr Jill Blackman presented an animation which demonstrated the movement of the mine fire smoke and associated modelled PM_{2.5} levels on each day of the mine fire period. The modelled data are integral to the Adult Survey and ELF streams which aim to estimate each participant's cumulative exposure to PM_{2.5} by linking the model to each participant's geocoded locations on each day and night of the mine fire period.

Discussion included CAC Members' advice on appropriate ways to disseminate the CSIRO findings with the recommendation that the animations be made available on the HHS website.

Action: *Exposure assessment animations to be uploaded to the HHS website*

7. 2017 draft timeline for dissemination of results to the community

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A Communications and Engagement Adviser has been recruited to the study, with an announcement to be made shortly. A major focus of this position is to work with the CAC and CRG to revise the Stakeholder Engagement and Communication Strategy to include appropriate dissemination of findings to the community in 2017.

The draft results dissemination timeline was outlined and discussed. Advice will be sought from the CAC on all dissemination plans prior to release of findings and this will form a major component of the CAC work plan in 2017.

8. Relationship with the Latrobe Health Assembly

Mayor Kellie O'Callaghan provided an overview of the Health Assembly, including membership, governance, resources and proposed projects. Potential for collaboration was discussed and the Assembly's Terms of Reference will be circulated to the CAC.

Action: *Circulate Latrobe Health Assembly's Terms of Reference*

9. 2017 Meeting Dates

Meetings to be scheduled on a bi-monthly basis, with flexibility to respond to matters as they may arise.

Meeting day and time to remain Wednesdays, 5:00 – 7:00pm. Next meeting will be in May.

10. Any other business

The CAC members requested an update on the outcomes of the roof cavity dust study completed by ELF team members but funded separately to the HHS. It was noted that an information sheet was being prepared for participants for release shortly and that a copy should be forwarded to CAC members.

Tracie Lund also informed members about a separate report completed by the Centre of Research for Resilient Communities at Federation University and involving members of the HHS Community Wellbeing team which reported on the involvement of the Morwell Neighbourhood House in supporting the community during and following the mine fire event. It was agreed that a copy of the report should be forwarded to CAC members.

Actions: *Roof cavity dust study report to be circulated to CAC members when completed*
Copy of the CoRRC report on the Morwell Neighbourhood house to be forwarded to CAC members

Meeting closed at 7:15pm

**Hazelwood Health Study
Community Advisory Committee**

Action Items – 2017

8 Feb 2017	1	<i>Minutes of CAC Meeting 4/2016 to be uploaded to the website Update Action Items</i>	KS	Completed
8 Feb 2017	2	<i>EOI Flyer to be circulated to Health Assembly membership via DHHS.</i>	JW	Completed
8 Feb 2017	3	<i>Amend Terms of Reference and forward to Project Steering Committee for endorsement</i>	JW	Completed
8 March 2017	4	<i>Exposure assessment animations to be uploaded to the HHS website</i>	MC	
8 March 2017	5	<i>Circulate Latrobe Health Assembly's Terms of Reference</i>	KS	
8 March 2017	6	<i>Roof cavity dust study report to be circulated to CAC members when completed</i>	KS	
8 March 2017	7	<i>Copy of the CoRRC report on the Morwell Neighbourhood house to be forwarded to CAC members</i>	KS	Completed