

	<p><b>CHILD AND YOUTH MORTALITY REVIEW COMMITTEE</b></p> <p>Te Rōpū Arotake Auau Mate o te Hunga Tamariki, Taiohi</p> <p><b>Meeting Minutes</b> <b>Wellington Airport Conference Centre</b> <b>Thursday 25 and Friday 26 June 2009</b> <b>9.00 am to 5.00 pm</b></p>
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<b>In Attendance:</b>	Nick Baker (NB), Barry Taylor (BT), Riana Manual (RM), Russell Franklin (RF), Eru George (EG), Anganette Hall (AH), Liz Craig (LC), Kelly Anderson (KA), Eru George (EG).
<b>Apologies:</b>	Amanda D'Souza (AD), Marie Connolly (MC). For absence 26 April: Barry Taylor, Russell Franklin, and Eru George.
<b>Guests:</b>	Glenys Needs (GN), Terry Sarten (TS), Afternoon of 25 June only: Jenny Hawes (JH) MOH, Faith Roberts (FR) MOH, Vicki Culling (VC) SANDs, Nikki Blair (NBI) Chair Capital and Coast Local CYMR Group, Angela Baldwin (AB) NZ Plunket Society.
<b>Secretariat:</b>	Brandy Griffin (BG), D Suzi Grindell (DSG) minutes, Shelley Hanifan (SH) (lunch only 25 June), Deon York (DY) (lunch only 25 June).

<b>Agenda Items:</b>	<b>Summary of Discussions and Decisions</b>
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<b>CYMRC Meeting – Thursday 25 June 2009</b>		
<b>Opening</b>	Meeting opened 9.10 am with a karakia.	
<b>Apologies</b>	Accepted for both days.	
<b>Previous minutes</b>	There were no changes. <b>Moved:</b> The minutes are accepted as a true and correct record  Moved Chair All agreed	
<b>Action points and matters arising from last meeting</b>	Ministry of Health (MOH) Communications group has offered to assist with any CYMRC media release or CYMRC response to reports made in the media.  <b>Research Policy</b> <ul style="list-style-type: none"> <li>• The Secretariat advised CYMRC of instruction J Edwards gave FVDRG about the Privacy Act's impact on access to data and reviews.</li> <li>• The Secretariat is obtaining an opinion from Health Legal</li> </ul>	

	<p>in regards to aspects of the potential policy for access by researchers to FVDRC data.</p> <p><b>Lead Coordinator's report</b> The Chair has taken the funding cap issues, relating to local coordinators' work, to QIC but since then the issues seem to have resolved themselves.</p> <p><b>Coroner's Meeting</b></p> <ul style="list-style-type: none"> <li>• The Secretariat and BT to further discuss with the Coroner's office which coronial data can be accessed. MC took the Coroner's request to the meeting with Dr Tuohy.</li> <li>• Noted that BT is acting for Dr Tuohy while Dr Tuohy is on sabbatical.</li> </ul> <p><b>Action:</b></p> <ol style="list-style-type: none"> <li>1. BT to talk to MOH Comms about community messages in early summer around 'kids in cars'.</li> <li>2. The Secretariat to draft a section for a future annual report of CYMRC on seasonal risks that would pick up on the coroner's recommendation ('kids in cars') as well as other risks such as bee stings in summer and nightwear in winter.</li> </ol> <p><b>Suicide</b> RF tabled a newspaper article from the DomPost, 15 June 2009, 'Schools Manual re Suicide' and queried the coordination between agencies. BT noted that MOH was aware of work on the manual and Ministry of Education policy.</p> <p><b>ANZCDRT</b> The Chair noted he would not be attending the meeting in Canberra Australia.</p>	
<p><b>Declaration of Interest</b></p>	<p>BT declared he is acting two days a week for Dr Tuohy, Child and Youth, MOH while Dr Tuohy is on sabbatical. RM declared her interests: these have been recorded in the Register of Interests.</p>	
<p><b>Completion of Agent form</b></p>	<p>JH, as a new advisor, completed an application to be an agent; the Chair approved the application.</p>	
<p><b>Chair's Report</b></p>	<p>The Chair presented his report using power point. Amongst the points made were:</p> <ul style="list-style-type: none"> <li>• He attended the FVDRC meeting, 11 June 2009, to give the CYMRC view point and noted the Chair of FVDRC would be attending this meeting tomorrow to reciprocate. It would be useful to have a standardised review mode for all mortality review committees. TS noted he too had been asked to attend FVDRC.</li> </ul> <p><b>Action:</b> That the request for TS to attend FVDRC be made to the Chair, CYMRC, as there is a cost (Time/dollar).</p> <ul style="list-style-type: none"> <li>• Kids Trauma Conference – brain trauma and consequent injury – seeking details of how many as the cost to NZ is high.</li> </ul>	

	<ul style="list-style-type: none"> <li>Local CYMRC group training day will be on October 2009 in Wellington.</li> <li>Meeting with Commissioner for Children went well.</li> <li>Meeting of Chairs, MOH Ministerial Committees was informative as other committees are in a similar position to CYMRC: filling of vacant positions are on hold and funding for work is on hold while the Ministerial Advisory Group review each committee.</li> </ul>	
<b>Correspondence</b>	<p>The Chair noted further correspondence :</p> <ul style="list-style-type: none"> <li>Letter to Murray Horne, seconded chair of Minister's Health Committee, to explain the mortality review process.</li> <li>Minister of Health to the Chair, explaining it is business as usual but officials will contact the Chair once the mortality committee review process is complete.</li> </ul> <p><b>Inwards</b></p> <ul style="list-style-type: none"> <li>Dr Dalziel: request is on hold until CYMRC has completed the 'researcher use of data' policy.</li> <li>Dr Olds: the Chair to write to the Health Research Council NZ and cc a copy to CRF.</li> </ul> <p><b>Outwards</b></p> <ul style="list-style-type: none"> <li>N Campbell: correspondence provided an update.</li> <li>Chair to draft a letter to Rodney Hyde about pool fencing. Committee advised on contents of letter.</li> <li>Education Review Office: Committee asked to comment on draft letter.</li> <li>Family Start: this has been forwarded to MC.</li> </ul>	SG has to get copies of all this correspondence on file
<b>Lead Coordinator's Report</b>	<p>CYMRC received the Lead Coordinators report.</p> <p>The Lead Coordinator highlighted the progress on the following:</p> <ul style="list-style-type: none"> <li>adequacy and process of funding</li> <li>exploration of collaboration between local groups</li> <li>redraft of handbook which is at the proofreading stage</li> <li>with chairs/coordinators now in place for most groups, there is an increase in agent applications.</li> </ul> <p><b>Agreed:</b></p> <ol style="list-style-type: none"> <li>That the Secretariat to confirm that the Chair can delegate his approval to the lead Coordinator</li> <li>That, given 1, the Chair delegate to the Lead Coordinator the approval of applications to be a local agent (approval of Coordinators and Chairs to remain with the Chair).</li> </ol> <p style="text-align: right;">Agreed RF dissented</p>	
<b>National Coordinator Report</b>	No report. The Secretariat contributed advice on individual items.	
<b>Scientific Group Report</b>	Minutes of teleconference were tabled and noted.	
<b>Mortality Database</b>	GN tabled a two-page set of tables for discussion. There was	Advice is that the

<b>Group report</b>	some discussion with direction to GN but no agreement around data collection, coding issues and possible future improvements to the database.	CYMRC can go into committee but this does not protect discovery under the OIA or Privacy Act (which only protects the living). Noted that going 'in committee' will be a flag to external parties.
<b>ANZCDRT</b>	CYMRC was advised that it is unlikely that the December meeting would be in New Zealand.	
<b>SUDI groups reports</b>	<p><b>SANDs Group</b> VC tabled the SANDs Support Pack and two SANDs pamphlets for members' information then spoke to a power point presentation to explain what is SANDs and what it considers are the issues for SUDI.</p> <p>CYMRC was asked to consider:</p> <ol style="list-style-type: none"> <li>1. Skylight's booklet <i>After your Child has Died</i> for newly bereaved parents.</li> <li>2. SIDS Wellington booklet <i>Continue the Loving</i> which is almost read for publishing.</li> <li>3. 'Cherish' concept in pregnancy, baby and infant loss.</li> <li>4. While a victim of theft can get support through the Victim Support agency, a bereaved family does not have a support agency.</li> </ol> <p>CYMRC discussed the four points, hearing what advisors present (JH, NBI, AB, FR) had to contribute but did not make any recommendation.</p> <p><b>Royal NZ Plunket Society</b> AB noted that the College of Midwives and Plunket are working on a project at the 'opposite end' of SANDs work. The challenge for both is to cooperate and engage in sound relationships with families. Some ideas were suggested but funding was a constraint in each instance.</p> <p><b>MOH report</b> JH gave an oral report on activity in the Child and Youth group at MOH. Informed CYMRC that the Maternity Action Plan (MAP) is on the MOH website with the deadline for comments end of July. <b>Action:</b> CYMR committee members to read the MAP and provide comment to the Chair.</p> <p><b>Māori Caucus</b> The Caucus will have a face-to-face meeting in the next month to agree on a SUDI message for the Māori community.</p>	6 July



Agenda Items:	Summary of Discussions and Decisions	
<b>Fifth Report Progress</b>	<p>Those present discussed the preparation of the report sections: suicide, SUDI, alcohol, transport, drowning, risk taking.</p> <p><b>Action:</b></p> <ol style="list-style-type: none"> <li>1. That the Chair approves an extension to Simon Denny's agent approval for another six months.</li> <li>2. The Chair to contact Simon Denny to check what further support is required for the risk taking section.</li> <li>3. Medical deaths will be covered next year so this section will become Health Systems Issues.</li> <li>4. GN to do an analysis of Ministry of Transport fatalities for two groups under 18 years and 18-24 years.</li> <li>5. GN to send Secretariat the spreadsheet for the alcohol section.</li> <li>6. GN to teach relevant Secretariat staff how to use the Mortality Database.</li> <li>7. TS to provide feedback to local groups as soon as possible as to how useful their recommendations are.</li> <li>8. That the template for the sections (or chapters) is: Introduction, CYMRC data, recommendations from Local CYMR Groups, CYMRC recommendations.</li> <li>9. Secretariat to arrange a meeting with Dr Tuohy's Child and Youth group to initiate action on the recommendations.</li> <li>10. Secretariat to obtain a list of initiatives that MOH is already undertaking to prevent SUDI.</li> <li>11. Secretariat to do a one-page report for PMMRC Chair to divide SUDI work between the two sectors.</li> <li>12. Email the section on drowning to CYMRC members to give feedback to the writer, G McDonald.</li> <li>13. GN to make the graphs on drowning into pie charts.</li> </ol>	<p>ASAP for all actions.</p>
<b>Liaison with FVDRC</b>	<p>Wendy Davis, Chair Family Violence Death Review Committee (FVDRC) attended after lunch to discuss commonalities and liaison between the two committees.</p> <p><b>Action:</b></p> <ol style="list-style-type: none"> <li>1. The Secretariat and CYMRC members to consider how CYMRC would share with FVDRC a relevant subset of its CYMRC database.</li> <li>2. CYMRC to discuss at its next meeting a joint transition plan to cover sharing of data.</li> </ol>	
<b>Workplan 2009-10</b>	<p>Members present agreed that the ownership of the data and the database needs to be clarified for the workplan. Noted that the Secretariat is waiting for Health Legal to clarify some issues around database access.</p>	
<b>Other business</b>	<p><b>NZ Breastfeeding Association</b></p> <p>The meeting watched the Association's CD on breast feeding then discussed what feedback should be given to the</p>	

	<p>Association.  <b>Action:</b> The Chair to give the Association CYMRC's comments, especially the apparent conflict in the CD with good SUDI messages.</p> <p><b>PMMRC's Panui</b>  <b>Action:</b> The Secretariat to post the Chair, CYMRC, a copy of the draft Panui.</p>	
<b>Next Meeting:</b>	Thursday, 13 and Friday, 14 <sup>th</sup> August 2009 venue to be decided.	