

Community Advisory Committee (CAC)

Meeting 3/2018

Wednesday 11th July 2018

6:00 – 8:00 pm

Conference Room 1

Monash Rural Health

Latrobe Regional Hospital campus and via teleconference and videoconference

Meeting Notes

1. Welcome and Apologies

Chair:

Ms Carolyne Boothman

Community members:

Mr Geoff Duffell, Ms Vicki Hamilton OAM, Mr Ron Ipsen and Mr Shane Wilson

Organisational representatives:

Ms Ellen-Jane Browne, Cr Kellie O’Callaghan, Ms Ruth Churchill and Ms Sharon Houlihan

Ex Officio:

Professor Michael Abramson (Principal Investigator – videoconference)

Hazelwood Health Study Personnel:

Dr Matthew Carroll (Psychological Impacts Stream Leader – videoconference), Dr Jill Blackman (Senior Project Manager – videoconference) and Ms Melissa Peppin (Administrative Officer)

Observer:

Tim Campbell (Research Assistant, Psychological Impacts Stream)

Apologies:

Ms Chelsea Caple, Professor Charles Guest, Mr John Guy OAM, Ms Marg Harty, Ms Tracie Lund, Associate Professor Kate Moore and Professor Judi Walker

2. Declaration of Potential Conflicts of Interest

No new member conflicts of interest were noted.

[Post Note: Shane Wilson provided his declaration of potential conflicts of interest following the meeting, noting his new position with the Department of Health and Human Services as a potential conflict.]

3. Confirmation of draft minutes from meeting held 11 April 2018

The notes of Meeting 2/2018, held on 11 April 2018, were endorsed as a true and accurate record by those members who had been present.

Action: Endorsed meeting notes to be uploaded to the Hazelwood Health Study website

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4. Community Engagement Session in Morwell

The next Community Engagement Session is scheduled to take place on 22 August 2018 at the Morwell RSL Sub-Branch, 52 Elgin Street Morwell VIC 3840.

It was proposed that the engagement session will commence with a panel involving the study, Latrobe Health Advocate and Latrobe Health Assembly to address questions regarding roles and responsibilities, followed by round table discussions and concluding with a final question and answer session. The committee provided feedback, including noting that there were already multiple conversations underway with the community regarding the Advocate and Assembly. The committee were pleased to see the involvement of other stakeholders in the session but stressed the need for the session to remain focused on the study and our findings to date.

5. Dissemination of findings

5.1. Psychological Impacts for Adults and Specialist School Interviews

Dr Matthew Carroll joined the meeting via videoconference for this item and gave a brief overview of the findings. The research summaries will be released to the public in the coming weeks.

5.2. Discussion on process for dissemination of results

A discussion took place regarding the tensions between reporting findings to the community as soon as they are available and the need for rigorous internal and external peer review. It was noted that releasing public reports (via the study website etc.) could preclude the findings from publication in scientific journals. This would limit the reach of the findings in to the local and international scientific community, and it would also mean that the findings would not go through independent expert peer review, which is an important part of the journal submission process. Independent expert peer review is considered the gold standard for scientific reporting, and is particularly important for a complex, unique study such as the HHS. Scientific publication is also very important for academic staff career development which is an important consideration particularly when staff may be involved in this study for up to 10 years. While recognising the need for rigorous review, and the importance of producing academic papers for staff career development and dissemination of study findings to a wider professional audience to inform responses to future events, the committee stressed the need to give priority to releasing core results to the community.

6. CAC Membership Recruitment

6.1. Selection Criteria/Expressions of Interest for new members

Dr Carroll outlined the proposed changes to the expressions of interest advertisement for new members of the CAC. The proposed changes focus on encouraging diversity in CAC membership.

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The committee acknowledged the importance of attracting diverse people to join the CAC. In addition to endorsing the changes to the documentation, the committee suggested utilising the work and connections of other organisations to assist in attracting diverse applications.

6.2. Proposal for the inclusion of an independent member in the CAC membership selection panel

Dr Carroll discussed the proposal to nominate an independent person to the CAC membership selection panel to remove any perceived bias in the recruitment process. While the committee endorsed the changes to the process, they noted that they did not have any concerns regarding the previous CAC recruitment process being biased or discriminatory.

7. Study Status Report

Dr Jill Blackman presented the Executive Summary to the 4th Interim Report, which summarised the HHS Stream progress to date. Copies of the Executive Summary were included with the meeting papers circulated to the CAC members prior to the meeting.

8. Media, Communications and Engagement

8.1. Newsletter

The inaugural HHS e-newsletter was delivered to 2,140 email addresses on 18 May 2018. Statistics on the reach and response to the newsletter have been excellent. Within the first week, the newsletter was opened by 1,884 recipients (88%), of which 270 recipients clicked on links for further information. Of these clicks, there were 142 visits to the Hazelwood Health Study website for further information on the research summaries and reports for the MBS and PBS time series analysis, with 29 people downloading the full technical report. A total of 22 recipients have unsubscribed to the newsletter and will subsequently not receive future editions.

The committee agreed that the digital newsletter performed well and future editions should be delivered to advertise an upcoming event or to disseminate study findings. The focus of the next newsletter will be on the upcoming Community Engagement Session.

9. Discussion on date for the next meeting

The committee has decided to hold the next Community Advisory Committee meeting on the 8th August 2018, with the focus to be on maximising participation in the Community Engagement Session two weeks later.