

MINUTES

COMMUNITY RESOURCE CENTRE ADVISORY COMMITTEE MEETING

Meeting Date: Thursday 22nd April, 2021
Venue: CRC Large meeting room
Time: 9.00am

1.0 Acknowledgement of Country

Council recognizes that meetings held in Banana Shire include land of the Gaangalu Nation, Iman People, Wuli Wuli People, Wadja People, Wakka Wakka People and Darumbal People.

2.0 Attendance

- | | |
|---|---|
| <ul style="list-style-type: none">Marion Meissner (CDSNSG)Coleen Kitching (Admin Officer – CRC)Cr Judy Pender (Portfolio Councillor, BSC) | <ul style="list-style-type: none">Pam Semple (Snr Program Advisor – CRC)Judy Mazzer (Business)Simon Graham (Manager Administration and Community Services, BSC) |
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3.0 Apologies

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| <ul style="list-style-type: none">Mayor Nev Ferrier (Mayor BSC) | <ul style="list-style-type: none">Kirsty Curtis (Community)Venkat Peteti (Director, Corporate & Community) |
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4.0 Welcome Committee Members

5.0 Safety Moment

- Nil

6.0 Confirmation of Previous Minutes – (25.2.2021)

Motion: That the minutes of the February 25th meeting be confirmed as accurate.

Moved: Cr Judy Pender

Seconded: Simon Graham

Carried: Yes

7.0 Business arising from previous minutes

- Solar system has now been installed by M & M Electrical
- Council has implemented a new program for fees and charges and this has presented a few challenges

8.0 Correspondence

Inward:

Resolution that went to council meeting:

That Council receive and note the unconfirmed Minutes of the Community Resource Centre Advisory Committee meeting held on 25 February 2021.

Outward: Nil

Motion: That the inward correspondence be accepted.

Moved: Judy Mazzer

Seconded: Cr Judy Pender

Carried: Yes

9.0 Agenda Items

9.1 Senior Program Advisor's Report – See Report attached

- A meeting is to be held in May with Autism Qld to explore ways to collaboratively support SDSS clients.
- Pam, Angie and Coleen attended a webinar on Friday 16th April exploring a range of alternatives to access Occupational Therapy. Discussions included linking in with universities to provide placements for third and fourth year students and different options for student supervision.
- Pam has had discussion with Joanna Murray (Access Therapy) providing Occupational Therapy services in Northern Queensland in the context of providing services in Biloela. Joanna is to provide a proposal.
- Reviewing pay awards for Allied Health Professionals prior to putting in our SDSS funding application this year. Looking at the cost of paying a full time OT with thoughts of doing SDSS, NDIS and maybe some sub-contract work.
- 2 large pieces of equipment to be purchased from Dejay Medical using our Specialised Equipment grant – a standing frame and an adjustable walker.

9.2 Changes to SDSS Reporting Requirements

- The performance measures spreadsheet now has two worksheets rather than three.
- The performance report now includes a new template for case studies. This was brought about by the inconsistencies in the size and quality of case studies from different organisations.

9.3 Election of Committee Representative

- 2 Year tenure of Community, Education and Parent Representatives concludes in June.
- Coleen to send out emails to Kirsty Curtis – Community Representative and Fiona Byrne – Education Representative. Committee still in need of a Parent Representative so CRC staff to make inquiries from parent contacts to see if anyone would like to take on that role.

9.4 Community Development Grant – Update Simon

- The final report for the acquittal of the CRC Extension Project was submitted on the 21st April. The report included photos, completion Certificate, Certificate of Occupancy and financial information. There has been an underspend of the grant as well as the Council's contribution.
- The solar installation should be connected to the Ergon Energy network within the next three weeks. Initial testing showed that we are using approx. 18 kilowatts of power with the solar generating 15 to 16 kilowatts providing us a deficit of about 3 kilowatts. We will have a better indication of potential cost savings once we have had the system connected for a full billing period.

10.0 General Business

• CRC Hosting School Staff Meetings

St Joseph's and Redeemer schools have held their staff meetings at the CRC recently providing teachers the chance to see our newly extended and renovated building and the resources and services we can offer.

• Recommendations to Council

That council receives and notes the minutes of the Community Resource Advisory Committee held on the 22nd April 2021.

11.0 Next Meeting

9.00am – Thursday 24th June at the CRC large meeting room

12.0 Meeting Close – 9.55 am

Banana Shire Community Resource Centre

Advisory Committee Senior Program Advisor's Report

April 2021

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SDSS (Specialist Disability Support in Schools Program)

Therapy programs support eligible students at State, Catholic and Independent Schools in Banana Shire.

- Financial Audit of 2020 Programs is underway.
- 2021 SDSS program Funding – first payment received.
- Currently funded until December 2021. Funding Applications for 2022 – 2024 triennium open July 1, 2021.

Therapy Services

- Therapy programs are underway in 7 schools. Therapy team is currently working at capacity.
- Occupational Therapy position remains unfilled. CRC is working with Health Workforce Queensland to try to fill this role.
- Occupational Therapy funding supplements Educator funding to enable experienced educators to deliver programs (under therapist guidance) to support student goals.
- Therapy team is working with Autism Queensland investigate a pilot project which links CRC SDSS clients to a range of AQ online support programs.

Resource Library

- Purchasing of 2021 resources for new and replacement items has commenced.
- Staff have culled out of date, damaged and rarely used resources from the collection.

Specialised Equipment

- Equipment has been ordered.

NDIS (National Disability Insurance Scheme)

- Therapy Services commenced in late February.
- NDIS Audit report was submitted to the NDIS Commission by the Auditor in February. The registration renewal process may take several months.

Chatboards Project

- Initial installation of 6 chatboards in Lions Park, Biloela is near finalisation.

Links to Other Organisations

CQU

Links with CQU OT Clinical School remain strong. Clinical supervisor and students used CRC as a base during their outreach visit to local schools in March. We recently received the following from Health Workforce Queensland recommending that we consider linking to a program such as the one described on the Occupational Therapy Australia website. Follow the link and enjoy the irony:

I recall you mentioning the difficulty of one employer looking for an employee in Banana shire. It just came to me that CQ University operate a student led health clinic in Biloela. Since January 2020, OTA has participated in this program to support local service needs. This could be an avenue to tap into – i.e. students who have been placed in Biloela may be more inclined to accept roles there in future. See link to an article that I worked with one of the students from CQ University on to share with OTA members:

<https://otaus.com.au/blog/bringing-student-led-ot-services-to-rural-queensland>

Autism Queensland

The CRC Therapy team have longstanding links with Autism Queensland who provide outreach services to schools in Banana Shire. At various times the two teams have collaborated on joint projects or supported the others' initiatives. CRC and AQ are currently investigating the implementation of a project to link CRC's SDSS funded students to Autism Queensland's NDIS intervention programs.



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**BANANA SHIRE COUNCIL
CORPORATE PLAN**

Adopted: 28 May 2014
Minor changes made following the local government election on 19/03/16
Minor changes made following the Bi-election on 25/02/17
Reviewed: 23/11/16
Effective: 01/07/17
Reviewed: 26/04/18