

Minutes

**Workforce Development Reference Group Meeting
Mental Health Coordinating Council
Rose Cottage, Building 402, Central Avenue,
Rozelle Hospital Grounds, Lillyfield**

**Thursday 26th July 2007
2:00 to 4:00 PM**

1. Welcome

2. Attendance and apologies

Attendance:

1. Pedro Diaz – Aftercare
2. Jason Kioko – SFNSW Pioneer
3. Sue Stirling – yes but can I send email to confirm
4. Janet Meagher – PRA
5. Judi Matthews – New Horizons – (Maybe)
6. Helen Madigan – Co As It
7. Jo Khoo – NADA
8. Mhari Fraser – CCWT
9. Sabrina Urrutia – Aftercare
10. Wayne Petersen – Neami
11. Tina Smith – MHCC
12. Eryn Thomas – MHCC
13. Heidi Freeman - MHCC

Apologies:

1. Nicole Nevin – Catholic Health Care
2. Gillian Malins – NSW CAG
3. Sandy Watson – consumer rep
4. Chantal Nagib – Lifeline
5. Leigh Connell – Newtown Boarding House
6. Sue Cripps – Homelessness NSW
7. Maggie Pressnell – Mission Australia
8. Susan Scowcroft – ITAB
9. Mark Jackson - Kaiyu
10. Vanessa Long – NADA
11. Bill Gye – SFNSW
12. Jesse Williams - CCWT

3. Previous Minutes

Accepted as a true and accurate record

4. Business arising

- 4.1. Learning and Development Unit:

- a) Tina Smith provided an update on the activities of the Learning and Development Unit, including:
 - the introduction of new LDU staff – Ian Bond (RTO Admin Assistant), Eryn Thomas (Training Development Officer), Jeni Marin (Trainer / Assessor).
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- b) Mental Health Training Industry Reference Group - The group has been working to stage 2 resources.

4.2. Routine Consumer Outcome Measurement

- a) Update to be provided at next meeting

4.3. Workforce Development Guides

- VET Sector – at designers, soon to be printed
- Recruitment - work on the recruitment campaign was outlined. Draft posters and brochure were circulated. Thanks to sub committee for their help in this area. There was discussion of partnership with Recruitment Agency. It was suggested that MHCC develop a facility for display of sector jobs on our website. Note: this was investigated and we are not able to do this.
- Consumer representation / payment – Update provided. Joint project between NSW CAG and MHCC.
- Staff development – discussion of topics for inclusion in this area.

- 4.4. Review of Community Services Training Package – update provided by Tina. Tina thanked all who had provided job descriptions to be used in the review of the Community Services Training Package.

5. New Business

- 5.1. TheMHS presentation – Heidi notified the meeting that she will be giving a presentation at TheMHS about workforce development initiatives of MHCC.
- 5.2. MHCC Website design – Heidi asked those at the meeting to undertake an exercise to help determine how the new MHCC website should be organised.

6. Next Meeting

- 6.1. Thursday 13th September 2007, 2 – 4pm