

Canterbury Comprehensive Cancer Centre (C4)

Thursday 5 December 2019 at 12 noon

Room 710, 7th Floor, Christchurch School of Medicine

MINUTES

Present: Abel Ang, Andy Macknelly, Logan Walker, Mark Hampton, Gabi Dachs, Bridget Robinson, Siobhan Cross, Jacqui Keenan, Matthew Strother, Amanda Landers, Martina Paumann-Page.

1. Welcome, Apologies: Val Davey, Marg Currie, Scott Babington
2. Minutes of last meeting, 6 Sept 2019, attached
Spelling for Amanda Landers corrected.
3. Action Points from 6 Sept 2019: update on progress:

Fran circulated PowerPoint to members and upload the template online

Fran formatted and put newsletter on website

Bridget has not yet written a letter to the ministry regarding lymphoedema specialist funding. Bridget will check with Amanda to see if this is still relevant

Bridget reworked the strategic plan, attached to agenda

Bridget and David will look into hiring a project person in 2020.

Andy is still in talks with his boss re an additional radiation machine. Andy pointed out that research machine is not a good term for the machine: it is more for training, spare capacity and a research machine. Should be referred to as a 'cover' machine.

4. Discussion re: draft strategic plan.

Bridget reported that she incorporated the feedback from Siobhan that patient focus care for cancer patients should be more strongly incorporated into the strategic plan.

Bridget also added a timeline to the summary page (page 22)

Bridget added the four key points of the cancer action plan on page 16

Siobhan suggested adding a statement regarding the Treaty of Waitangi.

Action Point: Bridget to make further amendments, then will send a draft for Māori consultation

Logan suggested we approach MIHI for comment.

There was a discussion regarding a Māori name for C4

Action Point: Bridget to look into this

It was suggested that the date for the strategic plan be changed to 2020-2030

Matthew suggested including UC and Lincoln in the advisory level of C4, rather than expanding to them later.

5. Plan for C4 moving ahead, informed and re-prioritised by new strategic plan.

Gabi has written up some information from the last C4 workshop.

Action Point: Fran to format for a newsletter and put on the website.

Bridget suggested future proofing C4 – need to bring in new people and even up the numbers from different organisations. This can be done by 'shoulder tapping' people.

Logan suggested having a C4 'launch' to bring everyone together. This could coincide with a milestone already happening.

Mark suggested inviting a high profile speaker to boost attendance.

Logan suggested lining up with NZSO to have an international speaker. Different departments could pitch in to bring a speaker to Christchurch

Action Point: Logan, Gabi and Matthew to put together a proposal to invite someone.

Siobhan's department can help with funding when the time arises.

Logan suggested putting together a pamphlet for C4.

Matthew queried whether a pamphlet should be set up to receive donations. It was agreed that a pamphlet without donations will be good for now.

Action Point: Amanda and Abel to put together some information for a pamphlet.

It would be good to have more nursing involvement

Action Point: Siobhan to talk to Louise Sue about attending meetings, Bridget to talk to Ruth Gerring and Bronwyn Perry about encouraging more nursing involvement.

6. Community involvement, informed and re-prioritised by new strategic plan

C4 group to go to a hui and meeting with local people

There will be an information evening in Ashburton in 2020.

Action Point: Gabi to coordinate the event and involve the local Cancer Society Group.

7. Cancer Research:

C4 Seminars, as Monday UOC Research Seminar series, aim 4 per year

Cancer Research Workshop – last held 1 December 2016

It was agreed that these should return, Mark suggested one every three months.

Amanda suggested a journal club type event. Each field could take turns presenting 'landmark' articles that should be brought to a wider group – this could happen once annually.

Could also run as a 'datathon' – groups could put together datasets to present and have them analysed.

Action Point: Mark, Gabi and Amanda organisers for 2020, but rotate each year

8. Next meeting to be held next year: Fran to do a doodle poll

Meeting close: 1.03pm

Action Points:

Bridget to make further amendments to strategic plan, then will send a draft to Māori consultation for advice.

Bridget to look into having a Māori name for C4

Fran to format a newsletter and put on website

Logan, Gabi and Matthew to put together a proposal to invite an international speaker

Amanda and Abel to put together some information for a pamphlet

Siobhan to talk to Louise Sue about attending meetings

Bridget to talk to Ruth Gerring & Bronwyn Perry about encouraging more nursing involvement

Gabi to coordinate the information evening in Ashburton

Mark, Gabi and Amanda organisers for 2020, but rotate each year

Fran to do a Doodle poll for next meeting