



MINISTRY OF SOCIAL DEVELOPMENT
TE HANAU WHAKAHIAIO ORA



Office for Disability Issues
Te Taiti Mō Ngā Take Hauātanga
Administered by the Ministry of Social Development

NZSL
New Zealand Sign Language
Board

12 June 2018

Joanne Witko
Wellington Regional Hospital
Private Bag 7902
Wellington 6242
Joanne.witko@ccdhb.org.nz

Dear Joanne

LETTER OF GRANT FOR Capital Coast District Health Board

Deaf Mental Health and Wellbeing Group

Context

- The Ministry of Social Development in respect of the Office for Disability Issues and the New Zealand Sign Language Board wants to support the Deaf Mental Health and Wellbeing Group project.
- Capital & Coast District Health Board (CCDHB) is responsible for improving, promoting and protecting the health of the people, Whānau and communities of the Wellington region.

Purpose of this grant:

This Grant (Grant) is being made to you to support the project known as Deaf Mental Health and Wellbeing Group (the Project) as described in your application.

In particular Capital & Coast District Health Board will:

- Create a place where Deaf people struggling with mental health and isolation or want to improve their wellbeing can come together. The aim of the group is 'mental wellbeing by connecting with others' through activities.

Start and completion date

This Letter of Grant will commence on 18 June 2018 and end 31 October 2019.

Payment

The Ministry Grants you a total of \$30,360 excluding GST for the purposes of the Event. The Grant shall be paid on receipt of an invoice following completion of the Event or as follows:

Date	Payment (excluding GST)	The Ministry will pay you:
19 June 2018	\$30,360	\$30,360

Total funding payable under this Grant \$30,360 (excluding GST)

Terms and conditions of Grant

The Ministry is paying the Grant to you under the following terms and conditions:

1. You must only use the Grant for the Project.
2. You will inform the Ministry of any funding you receive from any other source for the Project.
3. You agree to acknowledge the assistance of the Ministry in any publicity about the Project.
4. When undertaking the Project you are being funded for, you will not do or omit to do any act that brings the Ministry into disrepute.
5. You agree to provide to the Ministry a written report on the Project on completion or cessation using the attached Appendix One. The report is to be forwarded to NZ_Sign_Language@msd.govt.nz.
6. You will also provide an overview of the Project, in NZSL and English, within four weeks of completing the Project. Your Project overview will be placed on the Office for Disability Issues NZSL Board's website by the Office for Disability Issues. The purpose of this is to provide the Deaf community and other NZSL users with information about your Project. Refer to report guide in Appendix Two.
7. You will repay a portion of the funding paid by the Ministry, if either you do not satisfactorily deliver the Project; or do not complete the Project because this Grant is terminated.
8. This Grant is a one-off contribution to the Project for the term. The Ministry cannot guarantee that there will be any money available to further fund the Project after the term and you should not expect or rely on continuing funding.
9. This Grant may be varied or superseded by a subsequent grant. Both parties will negotiate in good faith if entering into a subsequent grant.
10. The Ministry reserves the right to terminate the Grant if you do not comply with these terms and conditions.
11. You will not subcontract or assign the benefits or obligations of this Grant with any organisation other than an organisation/s specified in this Grant without prior written permission from the Ministry, and no third party may enforce this Grant.

Please read this letter carefully and to show that you agree to the terms and conditions of this Grant sign both copies of this letter and return one signed copy to the Ministry.

If you have any questions regarding this Grant or if there is a change in the circumstances under which you operate or to the Project being provided please contact:

Address: 56 The Terrace, Wellington Central Wellington 6011
E-mail: NZ_Sign_Language@msd.govt.nz

Yours sincerely

Brian Coffey
Director, Office for Disability Issues
Ministry of Social Development

Rachel Haggerty

Director, Strategy, Innovation and Performance

Signed by [Insert Name Person signing for the entity], [Insert Designation Person signing for provider]
I have authority to sign for [Legal name of the entity] Capital and Coast District Health Board

Signed

Date

Rachel Haggerty
GM - Strategy, Innovation & Performance
Capital & Coast DHB

Joanne Witko [HVDHB]

From: Joanne Witko [HVDHB]
Sent: Wednesday, 11 July 2018 5:09 p.m.
To: [REDACTED]
Cc: Bridget.Ferguson@deaf.org.nz
Subject: Minutes of June meeting; NZSL in Health Task Force
Attachments: deaf task force minutes June 2018.doc

Hi all, minutes of the June meeting attached. Let me know if any changes are needed.

FYI, regarding the recent successful grant application from the NZSL board to run Deaf wellbeing group. We agreed at the meeting that we would put together a smaller group of Deaf community members to oversee this project. If you would like to be involved please let me know or if you would like to nominate someone you think may be suitable please let me know. Thanks Jo

Joanne Witko
M: 0278072858
Psychotherapist | Infant, Child, Adolescent and Family Service | Te-Upoko me-te-Whatu-o-Te-Ika Mental Health, Addictions & Intellectual Disability Service 3DHB

Project Lead, New Zealand Sign Language in Health | Strategy, Innovation and Performance | Capital & Coast, Hutt Valley and Wairarapa District Health Boards | Private Bag 7902, Riddiford Street, Newtown 6242



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Wairarapa DHB

Wairarapa District Health Board

Te Pooti Hauora a-rahe o Wairarapa



HUTT VALLEY DHB



Capital & Coast

District Health Board

ŪPOKO KI TE URU HAUORA

New Zealand Sign Language in Health Task Force

DATE: 27th June 2018

VENUE: HVDHB – Rose Room

PRESENT: Rachel Noble, Pam Witko, Wenda Walton, Joanne Witko, Shannon Krogmann

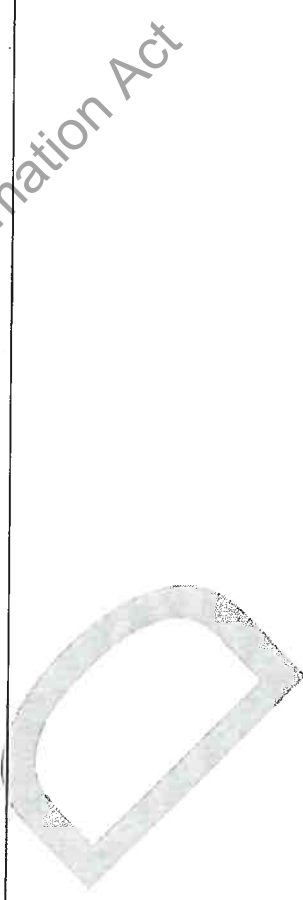
APOLOGIES: Lyneen Kuklinski, David McKee, Jake Leberge,

Agenda Item	Discussion	Action
1. General update: ipads	<ul style="list-style-type: none"> New ipads arrived: 5 ipads have been purchased and will be held at wellington, Hutt Valley, Kenepuru, and the Wairarapa. They will be set up for NZVIS use. We discussed how to ensure they are not lost or stolen and discussed various IT security options 	<p>Jo to follow up with IT and security or equipment monitoring processes at the DHB</p> <p>Jo to write a short how to use NZVIS guide and work with Jake to publicise to the Deaf community and DHB staff</p> <p>Jo to let isign know when the ipads are up and running so booking officers can suggest NZVIS if interpreters are unavailable</p>

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<p>Health related workshops</p>	<ul style="list-style-type: none"> • The DHB and DANZ (Kellye and Shannon) are working together to run a number of health related workshops for the Deaf community. Topics are based on what the community have told us and most common health problems (schedule attached fyi). • DANZ are funding the workshops from ACE/TEC funding, incl. petrol vouchers for those that need it or transport people to the workshop. • The DHB have organised the presenters/experts and are paying Ripeka 15 hours to visit Deaf people in their homes, promote the workshops, remind people about upcoming workshops and assist with coordinating transport for people that can't easily travel to the workshops. • 20 Deaf people attended the first workshop. A wide range of Deaf people attended, from 16 years old to 80 years old discussed the importance of having skilled interpreters. Wenda agreed to interpret at future workshops • These workshops will also be advertised to interpreters in the future and be used as PD to watch excellent interpreting and practice interpreting complex health information with support from more experienced interpreters 	<p>Ripeka to continue to remind Deaf community members about upcoming workshops (with support from Pam)</p> <p>Jo to write a advert to send to Alan, Wenda and Kellye regarding inviting interpreters to use the workshops as PD</p> <p>DANZ to continue to advertise the workshops on facebook</p>
<p>Recent NZSL Board funding</p>	<ul style="list-style-type: none"> • The DHB was successful in receiving funding for a Deaf Mental Health and Wellbeing group that will run for one year. • The group will not be run by the DHB • Who can run the group? Organisation or individual • The Task force or a sub-group of the task force will oversee the set up and running of this group. We will not simply hand over the money to an organisation without ongoing involvement • The focus of the group is on wellbeing through connecting with others through activities • The task force was keen to get moving with this work and not have to wait for 3 months to hear about progress 	<p>Jo to find out the procurement process from the DHB MH team general manager of SIP and work with the task force to set up a working group to begin designing this group with a provider or person or group of people</p>
<p>2. Deaf Mental Health</p>	<ul style="list-style-type: none"> • Mental health was prioritised at the last meeting. • Rachel raised the idea of people with skills, qualification and experience 	

	<p>in the field of mental health and the Deaf community to be able to provide 'technical expertise' or in mental health language a 'consult liaison' service. This would mean a Deaf person accessing mental health services anywhere in NZ could receive input from dedicated professions with skills who may advise on cultural considerations specific to being a member of the Deaf community.</p> <ul style="list-style-type: none"> • Discussion also occurred around how to encourage people from the Deaf community to consider training in the field of MH. 	<p>Jo to talk with the general manager of funding and planning to propose these ideas and consider inviting her to our next task force meeting</p>
<p>3. Communications for info. and video's on the ccdhb website</p>	<p>Jo was seeking advice about how to communicate and share the video's that the DHB made last year with NZSL Board funding.</p> <p>Wenda has pharmacist contact who was interested in getting information</p> <p>Briefly talked about how to date most of our workplan has been focused on hospital services, but we need to be looking more broadly at health services including, GPs, NGO, ambulance, blood testing. Start with these to share this information from the ccdhb website.</p> <p>The group said the comms plan needs to include an initial sharing of info. and a follow up at a later stage.</p>	<p>Jo to pass on this info. to wenda.</p> <p>Jo to develop a comms plan to ensure a targeted communications of the info. and resources.</p>
<p>4. Next meeting :</p>	<p>Wed 19th September 10am. HVDHB</p>	



Joanne Witko [HVDHB]

From: Joanne Witko [HVDHB]
Sent: Thursday, 26 July 2018 8:37 a.m.
To: Rachel Noble (rachel@ennoble.nz); pkwitko@aetrix.gen.nz; Shannon Krogmann (shannon.krogmann@deaf.org.nz); Jared Flitcroft (jared@jpfilms.co.nz); wenda walton (walbeard@gmail.com); Lynne Allen (allen-kuklinski@hotmail.com)
Subject: Deaf wellbeing group

Hi all, the DHB (hospital) recently got money from the NZSL board to set up a Deaf Wellbeing group in Wellington, that meets weekly for a year. The idea is wellbeing through connecting with others via activities.

I'd like to get a small group together to think about what this would look like (who we may be able to contract to run this group etc...)

Pam can you ask Christine if she would be interested in being part of this group?

If you are interested in being a part of this 'working group' to set up this group, or you know of anyone who would be interested please let me know.

It would be good to meet within the next few weeks, Jo

Joanne Witko

M: 0278072858

Psychotherapist | Infant, Child, Adolescent and Family Service | Te Upoko-me-te-Whatu-o-Te-Ika Mental Health, Addictions & Intellectual Disability Service 3DHB

Project Lead, New Zealand Sign Language in Health | Strategy, Innovation and Performance | Capital & Coast, Hutt Valley and Wairarapa District Health Boards | Private Bag 7902, Riddiford Street, Newtown 6242



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Joanne Witko [HVDHB]

From: Joanne Witko [HVDHB]
Sent: Monday, 30 July 2018 10:14 p.m.
To: [REDACTED]
Subject: Deaf wellbeing group: setting up meeting

Hi everyone, I would like us to meet to discuss the setting up of the Deaf Wellbeing Group. This is the first discussion to think about the process for setting up this group, who should be involved, who will coordinate this group and be involved ongoing.

I am suggesting:
- Wed 15th August at 10-11am at Colab café in the Hutt.

Please let me know if you can make it. There will be a payment of \$40/hr for the meeting.

Pam can you pass this info. onto Christine?

Many thanks Jo

Joanne Witko
M: 0278072858
Psychotherapist | Infant, Child, Adolescent and Family Service | Te-Upoko-me-te-Whatu-o-Te-Ika Mental Health, Addictions & Intellectual Disability Service 3DHB

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Joanne Witko [HVDHB]

Subject: Task force meeting
Location: HVDHB - Pilmuir House – 1st Floor - Corridor 3 - Room 3 (8) [HVDHB]
Start: Wed 19/09/2018 10:00 a.m.
End: Wed 19/09/2018 12:00 p.m.
Show Time As: Tentative
Recurrence: (none)
Meeting Status: Not yet responded
Organizer: Joanne Witko [HVDHB]
Required Attendees: [REDACTED]


Hi everyone, just a reminder our next task force meeting is coming up next week. Please let me know if you cannot make it in case we are short on numbers. Wed 19th September 10-12 at hut valley dhb.

Proposed agenda:

- NZSL Board funding 'Deaf wellbeing group', proposed plan for this project – seeking feedback
- NZSL in health taskforce how does this group fit with the wider DHB groups and structures?
- review of the TOR as these have expired. What is our vision for the group ongoing? How do we link with the existing structure? Is change needed or not?
- update from previous minute; ipads, Mental health, health workshops, publicizing of video's.
- any other agenda items

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Joanne Witko [HVDHB]

From: Joanne Witko [HVDHB]
Sent: Thursday, 25 October 2018 8:38 a.m.
To: 
Subject: minutes from September task force meeting
Attachments: deaf task force minutes September 2018.doc

Hi all, apologies for the late minutes!

I thought with Christmas and holidays coming up we could meet again in February (when school is back and life is calmer!)

Any questions or feedback, please let me know. Thanks Jo

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New Zealand Sign Language in Health Task Force

DATE: 19th September 2018

VENUE: HVDHB

PRESENT: Rachel Noble, Pam Witko, Wenda Walton, Joanne Witko, David McKee, Jake Leberge

APOLOGIES: Lyneen Kuklinski, Shannon Krogmann

Outstanding actions from last minutes:

1. Ipads still being set up. Jo to let isign and VIS know about ipads and they're location.
2. Jo still trying to get a meeting with Clinical Director of MHAIDS, will look at other avenues.

Agenda Item	Discussion	Action
1.	<ul style="list-style-type: none"> • Deaf Wellbeing group: discussed a plan for setting up this group. The group agreed that we would approach Shannon (Shannon was not part of this discussion) to see if she would be able to facilitate this group based on her links with the community via her DANZ role and her past role as president of WDS. • Would likely need other community members to help engage with wider Deaf community • Agreed the group would run weekly, every second week was a 'drop in/coffee morning' and every other week was an activity or outing (discuss further with the group and see what they want) 	-Jo to write a contract and get it signed off then give to Shannon

2.	<ul style="list-style-type: none"> NZSL in Health Task Force: We discussed how our group fits with the wider DHB structures and advisory groups and how we can better use existing DHB advisory group and committee structures to promote faster change for the Deaf community. It was agreed Rachel would formally be the groups link onto the sub-regional disability advisory group (SRDAG) as she is already on this group. We discussed, alongside the work Jo is doing that where she was struggling to get change (e.g, Mental health), the group could send a message via the SRDAG to the Disability Support Advisory Committee (statutory board) highlighting particular problems or issues. The group discussed its purpose and how they feel a part of their role is to support and advise Jo in her implementing of system changes as per the work plan. All were happy to continue on the group, though the absence of a Maori and/or Pacific representative was noted, but linking with the other disability groups could help with this knowledge gap. 	<p>-jo to redo the Terms of reference as they have expired and send out for consultation</p>
	Meeting ended: Next meeting: Wed 20 th February, BVDHB	Jo will send a reminder and agenda early February.

Priorities as noted from the Prioritisation Meeting: 14th March 2018

Priority level:	Goal:	How?
1.	Improve access to NZSL interpreters within health 24/7	<ul style="list-style-type: none"> -increased awareness for staff of the importance of using interpreters -enable better use of VRI -empowering the Deaf community -improving booking systems -improving interpreter quality and match -improving access in ambulance -awareness of what to do when you can't get an interpreter
2.	Improve access and quality care for the Deaf community to mental	-start discussions with senior leaders in

	health services	MH services
3.	Assess and improve the deaf communities access to screening programmes and public health initiatives and information	Asses how public health messages are communicated to the Deaf community
4.	How can this information be communicated nationally to other DHBs	How can this become a yearly, BAU event
5.	Improving access for the Deaf community to health services and information	<ul style="list-style-type: none"> -improving awareness of disability alerts and HPP -improving access to health information -education program for the Deaf community
6.	Access to services	<ul style="list-style-type: none"> -promote NZSL and Deaf culture during NZSL week, international day of persons with disabilities and international day of sign language -accessibility checklist for services to consider their accessibility for the deaf and disabled people -stir it up coffee groups -improve access to waiting rooms -education for staff

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