



>>> Kylie Bruce 29/06/2010 6:05 pm >>>

Hi Hilary,

I'm more than happy to provide you with any information/assistance that I can.

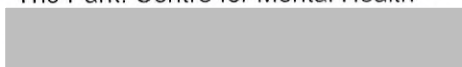
Would it be possible to arrange a time to discuss this over the phone, at least initially, so that I can better gauge what information will be of most use?

I'm fully booked this week and I'm on annual leave next week. I'm sorry for the delay, but would sometime during the week starting the 12th of July suit you?

Many thanks.

Kind regards,
Kylie

Kylie Bruce
Dietitian APD
The Park: Centre for Mental Health



>>> Hilary Hebblewhite 25/06/2010 5:28 am >>>

Good morning Kylie,

I'm Hilary, and currently the acting director, corporate services at Redland & Wynnum Hospitals. I attended the Mental Health Capital Works Program meeting for the Redland 15 bed Adolescent Unit yesterday, and the topic was raised regarding the supply of food services for the unit. The teams advice and specifically from Trevor is that the unit will require the evening meal, based on the meal provided with the adolescents servicing and plating for themselves.

I would be extremely grateful if you could provide your expertise in relation to menus, standards, processes, etc that you deem applicable, which will assist us to workup requirements/resources to meet the needs of the unit.

Thank you Kylie, I look forward to your response.

Please do not hesitate to contact me, if you require any further info, regarding.

My kind regards - hils

Hilary Hebblewhite
A/Director, Corporate Services
Redland & Wynnum Hospitals
Metro South Health Service District



FPTM Meeting Schedule			
Date (Thurs)	Time	Place	Notes
19 August	3pm – 4.30pm	Redland Hospital Conference Rooms	3pm start due to room availability <u>Not</u> on 26/8 because CCU FPTM at Logan
16 September	3pm – 4.30pm	Redland Hospital MH Videoconference Room	3pm start due to room availability <u>Not</u> on 23/9 because CCU FPTM at Logan
28 October	2.15pm – 4pm	Redland Hospital Conference Rooms	
25 November	2.15pm – 4pm	Redland Hospital Conference Rooms	
December	Meeting not set due to proximity to Christmas		

EXHIBIT 43
QUEENSLAND HEALTH
MENTAL HEALTH CAPITAL WORKS PROGRAM

MSS.900.0002.0298



Minutes of Meeting

Project	Redland – New 15 Bed Adolescent ETU, Day Centre & School	Project(s) No	51426
Meeting	Facility Project Team Meeting (FPTM)	Meeting No	10
Held at	Conference Rooms 1 & 2, Redland Hospital	Date	24 June 2010
Author	Kerry Ward	Time	3.00pm to 4.30pm

Present Name	Role	Company	Telephone/Mobile	Email
Assoc. Prof David Crompton (DC)	Executive Director	Division of Mental Health, Metro South		
William (Bill) Peplinkhouse (BP)	Executive Manager of Operations	Division of Mental Health, Metro South		
Shona Warren (SW)	Corporate Services Manager	Division of Mental Health, Metro South		
Katie Eckersley (KE)	Manager	Bayside Mental Health		
Pr Clare (PC)	Principal Project Officer	Mental Health Directorate		
Terry Carter (TC)	MHCWP Project Manager/ Procurement Manager	Project Services		
David Pagendam (DP)	Senior Architect	Project Services		
Hilary Hebblewhite (HH)	A/Director	Corporate Services Redland & Wynnum Hospitals		
Trevor Sadler (TS)	Psychiatrist	The Park Centre for Mental Health		
Francis Maher (FM)	Project Manager	Pre Commissioning Project		
Darren Williams (DW)	A/Director Statewide Projects	Health Planning & Infrastructure Division		
Michelle Walter (MW)	Manager Statewide Projects	Health Planning & Infrastructure Division		
Natalie Obrien (NO)	A/Team Leader	Bayside Child & Youth Mental Health		
K Britton (KB)	A/Change Manager	Pre Commissioning Project		
Katrina Mathies (KM)	A/Executive Director	Darling Downs – West Moreton Health Service District		
Via teleconference	Mental Health			
Judi Krause (JK)	A/Executive Director	Royal Children's Hospital CYMHS		
Via teleconference				

Apologies Name	Role	Company	Telephone/Mobile	Email
John Quinn (JQ)	Manager	Mental Health Directorate		
Janelle Bowra (JB)	Nurse Unit Manager	Logan Mental Health		
Michael Daubney (MD)	Psychiatrist	Logan Child & Youth Mental Health		
Brett Bricknell (BB)	Executive Director	Redland and Wynnum Hospitals		
Sue Leggate (SL)	Director	Corporate Services Redland & Wynnum Hospitals		
Di Sammon (DS)	A/Director of Nursing	Bayside Mental Health		
Wasim Shaikh (WS)	A/Clinical Director	Bayside Mental Health		

EXHIBIT 43

MSS.900.0002.0299

Item	Topic	PN 51426 New 15 Bed Adolescent ETU, Day Centre & School	Action By
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Shirley Wigan (SW)	Executive Director Mental Health	Darling Downs – West Moreton Health Service District
Assoc. Prof Brett McDermott (BMcD)	Executive Director	Mater Child & Youth Mental Health Service
Dean Luton (DL)	Senior Architect	Project Services
Vedran Vladusich (VV)	A/Team Leader	Bayside Child & Youth Mental Health
Sean Hatherill (SH)	Psychiatrist	Bayside Child & Youth Mental Health
Vaoita Turituri (VT)	Team Leader	South Qld MH Clinical Network
Val Brown (VB)	Regional Facilities Manager	Education Dept

Agenda & Meeting Topics

Generic topics included, add others as required, indicate where not applicable (N/A).


Previous Minutes to be used as Agenda. Items with new items/topics to be raised under 14.0 New Business.

Minutes of Previous Meeting

The minutes from the previous meeting dated 27 May 2010 were confirmed and accepted.

Outstanding Business from Previous Meeting

Refer to action items in the body of the minutes.

1.0	<u>Procedural Issues</u> 1. Welcome	1. All members welcomed by DC. DC introduced and welcomed to the meeting Shona Warren, Corporate Services Manager, Mental Health, Metro South.	
2.0	<u>Land & Legals</u> 1. Site Acquisition & Property Issues 2. Adjoining Owners & Existing Tenants	Not discussed at this time (2.1 and 2.2)	
3.0	<u>Authorities</u> 1. Site Designation (required) 2. Building Application 3. Statutory Authorities 4. Native Title 5. Mater 6. Koala/DERM	1. TC reported layout requiring further work before can be progressed. Not discussed at this time (3.2 to 3.5) 6. TC reported TOR have been circulated for koala flora and fauna consultant to be engaged; tender closes 7 July.	
4.0	<u>Master Programme</u> 1. Progress Report	1. TC tabled an updated Master Programme, allowing time for preparation of PDP.  M:\26.0 Pre Commissioning Projec	

Date 24 June 2010
Minutes Facility Project Team Meeting 10
Projects 51426

EXHIBIT 43

MSS.900.0002.0301

Item	Topic	PN 51426 New 15 Bed Adolescent ETU, Day Centre & School	Action By
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8.0	<u>Construction</u> 1. Progress Report 2. General 3. Industrial Relations & Safety 4. Contractual 5. Quality 6. Forecast Practical Completion	Not discussed at this time (8.1 to 8.6)	
9.0	<u>Risk Analysis & Value Management</u> 1. Peer Review 2. Project Services	1. TC advised it is worthwhile to run peer review once 80% PDP and SD completed. General suggestion, may need to get feedback from overseas facilities due to ETU being only one of its kind in Australia. Not discussed at this time (9.2)	
10.0	<u>FF&E</u> 1. Progress Report 2. Budget 3. Expenditure	Not discussed at this time (10.1 to 10.3)	
11.0	<u>Operational/Commissioning</u> 1. Staffing 2. Commissioning	1. FM advised KB liaising with The Park; presently not in a position where we can work up staffing profile. Discussion ensued re possibilities of dealing with Barrett staff earlier than planned; important to allow for sufficient training and transition plans being implemented. The Park's work management strategy feedback not available for approx. one month. DC suggesting need a clearer idea of The Park's staffing strategy before we are able to make determinations for Metro South. Noted the importance of Barrett Centre staff being considered separately for work strategies. Further discussion re staffing issues: Parties happy to have earlier discussions; MH Directorate involvement required. Not discussed at this time (11.2)	KB to monitor and follow up FM to organise meeting prior to 22 July. KM will liaise with FM and nominate her district's participants.
12.0	<u>Communications (Media)</u> 1. Communication Plan 2. Consultation	1. FM reported limited progress due to meeting scheduling issues; still being progressed. Agreed beneficial for West Moreton Public Affairs Officers to be involved in process. Not discussed at this time (12.2)	

Meeting Closed: 4.30pm

The next meeting is scheduled for Thursday, 22 July 2010 at 3.00pm, Conference Rooms 1 & 2, Redland Hospital.

EXHIBIT 43
QUEENSLAND HEALTH
MENTAL HEALTH CAPITAL WORKS PROGRAM

MSS.900.0002.0303



Minutes of Meeting

Project	Redland – New 15 Bed Adolescent ETU, Day Centre & School	Project(s) No	51426
Meeting	Facility Project Team Meeting (FPTM)	Meeting No	9
Held at	Conference Rooms 1 & 2, Redland Hospital	Date	27 May 2010
Author	Marisa Stewart (proxy for Kerry Ward)	Time	3.00pm to 4.30pm

Present Name	Role	Company	Telephone/Mobile	Email
John Quinn (JQ)	Manager	Mental Health Branch		
Paul Clare (PC)	Principal Project Officer	Mental Health Branch		
Terry Carter (TC)	MHCWP Project Manager/ Procurement Manager	Project Services		
Dean Luton (DL)	Senior Architect	Project Services		
H Hebblewhite (HH)	A/Director	Corporate Services Redland & Wynnum Hospitals		
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William (Bill) Pennington (BP)	Executive Manager of Operations	Division of Mental Health, Metro South		
Brett Bricknell (BB)	Executive Director	Redland and Wynnum Hospitals		
Sue Leggate (SL)	Director	Corporate Services Redland & Wynnum Hospitals		
Katie Eckersley (KE)	Manager	Bayside Mental Health		
Wasim Shaikh (WS)	A/Clinical Director	Bayside Mental Health		
Shirley Wigan (SW)	Executive Director Mental Health	Darling Downs – West Moreton Health Service District		
Katrina Mathies (KM)	A/Executive Director Mental Health	Darling Downs – West Moreton Health Service District		
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