

**Minutes of the Board Meeting of the Wairarapa DHB  
Held in the Board Room, WDHB, Blair Street, Masterton,  
Tuesday 27 May 2008, at 9.00am in the Board Room**

Present: Bob Francis (Chair), Janine Vollebregt, Perry Cameron, Trish Taylor, Vivien Napier, Helen Kjestrup, Fiona Samuel, Yvette Grace, Liz Falkner, Pamela Jefferies, Doctor Liz Falkner, Liz Mellish

In attendance: David Meates (Chief Executive), Joy Cooper (Director Planning and Funding), Eric Sinclair (Chief Financial Officer), Maree Day (Board Secretary - Minute Taker)

**1. Apologies**

Stephanie Turner (Director Maori Health) – Apology noted.

**2. Conflicts of Interest**

Nil.

Conflicts for new Board Member Liz Mellish will be added to the standard interests register.

**3. Minutes from the Last Meeting**

**Resolved:**

THAT THE MINUTES FROM THE LAST BOARD MEETING HELD 22 APRIL 2008 BE CONFIRMED AS A TRUE AND ACCURATE RECORD.

**Matters Arising:**

DHB Campus Subdivision. LINZ has now confirmed they have all of the required information. This is now a matter of process. The Board instructed the CFO to follow up matters with LINZ.

The Doctors in the Blair Street houses are moving out and will be relocated in what used to be the old Selina Sutherland Hospital, which has been refurbished. The Blair Street houses are due to be moved off site by 22 June 2008. A local orchardist purchased the buildings and is paying all relocation costs. This deal has been signed and secured.

The cultural competency framework will be coming back to the Board in June. A formal farewell is to be held for Janice Wenn, Chair of Te Iwi Kainga at a time that is convenient for her.

An agreement with St John Ambulance has been approved in principle. St John will train their volunteers to a higher qualification level. The agreement between both parties should be signed in the next 2-3 weeks. The Wairarapa DHB is to receive some additional funding for its ambulance service provision. This was announced in the recent budget.

The Board Chairman commented some accommodation issues had been taken up with him around the housing of the Greytown Ambulance. Further information will be brought back to the Board. Mrs Jefferies confirmed she has a conflict of interest with this item. No further discussion was held.

The CFO advised a response is awaited from the Masterton District Council in regards to the Blair Street road alignment.

An initial design has been prepared for the Community Health building. Civil Aviation has given clearance for this building to be located closer to the main Hospital along Te Ore Ore Road and all regional Council

requirements have been checked. The windows will be double glazed to eliminate noise from the air traffic.

Further items are to be incorporated into the Asset Management Plans which are work in progress documents. This item, along with the ISSP will be added into the Strategic List. An action plan, along with time lines is to be prepared as part of the ISSP work. These items will come back to the Board next month.

**Resolved:**

THAT THE BOARD RECEIVE THE MATTERS ARISING SCHEDULE NUMBERED D857.

**4. Chairman's Report**

The Board Chairman advised he has a meeting with some members from Masterton South Rotary concerning the Palliative Care Plan. Thereafter he has a further meeting with representatives of Te Omanga to ensure everyone is working towards the same goals and outcomes.

The work of the Regional Clinical Services Plan will also be added to the Strategic Issues list.

**Resolved:**

THAT THE CHAIRMAN'S REPORT NUMBERED D858 BE RECEIVED.

**5. Chief Executive's Report**

The CEO spoke to his report highlighting key points.

- RMO negotiations remain ongoing. Costs associated with the recent RMO strikes are being collated and are set to be released as part of an OIA.
- Palliative Care, the Health Needs Assessment and other budgetary matters certainly occupy the senior management and their teams currently.
- Quality Health NZ has awarded the Wairarapa DHB accreditation up to September 2009. This is a good outcome particularly as the standards now are a lot more rigorous. The WDHB will need to make a decision at a later date as to whether they will go for the full EQUIP standards.
- Outstanding achievements of various staff are noted this month.
- The YTD financial position at the end of April is \$429K adverse to Plan.
- High occupancy rates continue to be experienced in aged care facilities throughout the Wairarapa.
- All DHBs must work hard on getting key health messages out into the public arena between now and the election. The Health & Disability Commissioner is turning his attention to two prime targets; the private health sector and primary health care.
- The visual display chart developed by the Wairarapa DHB is now being picked up by seven other DHBs. This is another innovative initiative that came from a staff member.
- The Wairarapa Community PHO continues to remain among the top of all PHOs across the country in terms of its performance. In particular, Maori and pacific breast screening targets have been very effective and successful. The WDHB will continue to work with Breast Screen NZ on its breast screening targets to ensure these continue to improve.
- The cervical screening targets continue to be an issue nation wide. The CEO advised two key issues are DNAs and also data capture issues. If the patient opts to not take up the cervical screening then this is not captured as a "refusal". This valid piece of information relating to "individual patient choice" needs to be captured. Doctor Falkner agreed and commented that equity of access and equity of uptake are key points which are very different. The DP&F will provide an update on this, along with further PHO work updates back to the Board in June.

- The newly funded vaccine (HPV) will be delivered through a combination of primary care and school based programmes. The MOH will be undertaking a large campaign as part of this work. It is important there be clear messages in terms of this campaign as some individuals think the vaccine assists with sexually transmitted diseases. This isn't the case.
- IDFs continue to track well with the net current position being \$158K favourable to Plan. The WDHB tends to experience more favourable IDF outcomes in the 2<sup>nd</sup> half of its financial year.
- Wairarapa Hospital activity continues to be significant. It is important a strong focus on bringing IDFs back into Wairarapa Hospital continues. More acute orthopaedic cases are being handled in the Wairarapa, along with minor plastics and cataract caseweights. South Wairarapa residents are also tending to use the services of Wairarapa Hospital more rather than travel to the Hutt Valley and Wellington.
- O&G cover has been secured through to August 2008 by way of a number of locums.
- Impacts and flow on work relating to the ratified MECA with NZNO continue to be worked through.
- The employee kiosk remains on track to be fully implemented by 30 May 2008.
- The Directors Maori Health across all 6 central region DHBs are working a lot more collectively. As a group they were heavily involved in the development of the Regional Clinical Services Plan. Suggested ways of engagement will be brought back collectively to the Boards. Mrs Wenn and the Director Maori Health are on track with the work of the cultural competency framework.
- Eight nurses are undertaking the Professional Development and Recognition Programme. At present, senior nurses receive no specific payment for providing supervisory / teaching training to student nurses however the importance of this work is being recognised and there is ongoing support for this to be recognised.

10.02pm – Joy Cooper (Director Planning and Funding) attended the meeting.

- A greater level of expectation is now sitting with the Director of Nursing / Chief Medical Officer groups which is bringing about better linkages.
- The increased level of new contracts for Biomedical Services NZ Limited is really starting to pay dividends. New Board member, Liz Mellish will be briefed on the background and work of this subsidiary.
- Communications were ongoing throughout the celebration week of two years on in Wairarapa Hospital which will be an ongoing annual event. This year there was far more engagement from all areas of the DHB.
- Mrs Jefferies expressed concern about some public health information that is reported and noted the importance of understanding the audience and the need to provide simple, clear messages. The CEO advised this is an ongoing challenge for health. The Health Needs Assessment is a good example of a very easy to read, understandable document.
- The OIA from Katrina Shanks was queried around births and independent midwives. It was noted that the numbers noted in the response do not relate to full time equivalents. This response will be checked and can go to HAC.
- Maunsell representatives recently visited and carried out a review of the architectural and mechanical components in respect of the final sign off and completion certificates requirements for the Site Development Project. There is now a broad agreement around the releasing \$100K of retentions. The WDHB is holding \$120K that relates to some design issues. Maltby's are due to come back with a certificate relating to the \$100K of retentions. This completion process has taken 12 months longer than envisaged however it was complex and it is not usual. This has taken 12 months longer than the DHB wanted however it is not unusual in these type of projects which are complex.
- A business case for a local chemotherapy service provision is being developed.
- A lot of work is commencing around Pharmacy.

- Aged Care Contract. The term A21 relates to the price review of the Aged Care Contract. The A21 allows the review, whilst the A23 relates to additional price pressures. The Wairarapa DHB is now negotiating the A21, the annual review.
- Oral Health. Wairarapa DHB is one of three DHBs waiting confirmation from the MOH about its order of the mobile oral health caravans. This confirmation is expected to be received by 30<sup>th</sup> May 2008. Board members expressed concern around the delay of nine months in getting oral health treatment to individuals. The Board asked for a report to be provided in July outlining timelines as to when the hubs will be provided. This report should also capture the order of priorities. It was noted that the Patient Administration System is one of these key priorities that links with the Oral Health project.
- At the weekend 23 interns visited Wairarapa Hospital.
- A complex process continues to be worked through in terms of the Records Management / Archive Project.

**Resolved:**

THAT THE BOARD RECEIVE THE CHIEF EXECUTIVE'S REPORT NUMBERED D859.

**6. Financial Report**

The CFO spoke to the Financial Report as at 30 April 2008.

- The financial result at the 10 month position has slightly deteriorated. The biggest impact relates to the ongoing level of high performance in the provider arm.
- Revenue went up for April due to the additional, additional electives.
- The cost of junior doctors was high for the month (including an impact of annual leave for one junior doctor). Nursing FTEs were over budget for the month (three of which related to senior nursing staff working alongside SMOs), and the nursing requirements in terms of ambulance transfers.
- Outsourced personnel costs continue to be high reflecting locum costs that were higher than normal in April.
- Pacific Radiology contract levels were high in April.
- Clinical supply costs were very high in April, reflecting the increased contract volume work and also the purchase of a new piece of medical equipment.
- At year end, the provider arm position is expected to be a deficit of around \$1.5m which will be offset by a surplus in the Funder arm, resulting in a forecasted break even position. The CFO believes a break even result at year end is attainable however additional pressures will apply with IDF increases and continued high level provider arm performance. Additional work cannot continue to be pushed through without additional costs.
- Electricity costs have now flattened out.
- A figure within the Forecast cashflow is to be corrected by the CFO.

***Debt Tranche Interest Period.***

The debt the WDHB has with the CHFA comes off its first tranche on 3 June 2008. The question is what now happens with that tranche of debt. The CHFA has suggested a refixing of \$4.5m which ties in with Government bonds. This will leave \$250K on a floating interest rate enabling the repayment to be made.

**Resolved:**

THAT THE BOARD

- (1) RECEIVES THE FINANCIAL REPORT FOR THE PERIOD ENDED APRIL 2008.
- (2) APPROVES AN ANNUAL DEBT REPAYMENT OF \$250,000 PER ANNUM WITH THE QUARTERLY REPAYMENT OF \$62,500 TO BE MADE ON 3 JUNE 2008.

- (3) AUTHORISES THAT THE DEBT REPAYMENT BE MADE AND THAT THE SECOND TRANCHE OF DEBT IS FIXED THAT WILL ENABLE \$4.5M TO BE PLACED ON A FIXED INTEREST RATE, WITH THE BALANCE OF \$250K BE LEFT ON A FLOATING INTEREST RATE.
- (4) NOTE THAT THE INTEREST RATE WILL BE DETERMINED BY THE CHFA IN LINE WITH GOVERNMENT BONDS.

### ***Budget 2008 Update***

The latest budget provided some new ambulance and elective funding. The majority of other funding announced was already accounted for. A large portion of the \$80m of primary health care funding is to go towards reducing co payments relating to hospital discharges. The Wairarapa DHB may receive some of the \$20m funding allocated for rural after hours.

Further details on the funding will come out in the coming weeks.

Adjourned: 10.52am

Commenced: 11.07am

The CEO advised the Board has been asked to respond to the MOH outlining its governance processes, with a particular emphasis on conflicts of interest. This response relates to the Hawkes Bay DHB Report. It was agreed the draft response will be covered at the end of open business.

### **Resolved:**

THAT THE DRAFT RESPONSE TO THE MOH OUTLINING THE DHB'S GOVERNANCE PROCESSES BE TABLED UNDER OPEN BOARD BUSINESS.

## **7. Committee Reports**

### **Report of the Disability Support Advisory Committee**

Committee Chair, Janine Vollebregt advised this committee met on 13<sup>th</sup> May 2008. Items of business included:

- A progress report on the Health of Older People Plan was provided. The Committee spoke about the importance of services needing to be safe and effective, and having good access.
- Timelines for the implementation of the AT&R Plan were discussed. The Draft Plan will form the basis of wider consultation with stakeholders.
- Portfolio Manager, Joanne Edwards was congratulated on the development of the "Talk to Me" Flip Charts that have brought about improvements to patient care.
- Darryl Oldfield was congratulated on his work associated with the production of the Health Needs Assessment 2008. The Committee will provide feedback on this Report.
- A paper was provided following a recent survey conducted to examine occupancy levels and demographics of residents in care within the Wairarapa. The results showed a number of residents over 80 years of age account for a high number of privately paying residents.
- Mrs Jefferies referred to concerns raised by CPHAC as to how AT&R will deal with stroke patients and asked if this has been addressed within the AT&R Implementation Plan. The Director Planning and Funding advised the Plan sets out a comprehensive work programme that does include pathways for stroke patients. A DHB hospital employee is to be recruited to the position of Specialist Gerontology. The Director Planning and Funding will ensure the AT&R Implementation Plan goes before HAC who will be held accountable for the progress on this.

### **Resolved:**

THAT THE BOARD RECEIVE THE REPORT OF THE DISABILITY SUPPORT ADVISORY COMMITTEE FOR MAY 2008.

## **CPHAC**

Committee Chair, Bob Francis advised the committee met on 20<sup>th</sup> May 2008. Items of business included:

- Dalcam has indicated the Council has insisted on better access way requirements and some other compliance matters to be addressed in regards to their new facility. This has resulted in time delays and additional costs. They are taking a further look at their funding requirements.
- The aged residential care forum meets regularly. The last meeting took place in April.
- The DHB Residential Care Beds Policy has now been endorsed by Buddle Findlay.
- A revised plan on the Long Term Conditions Project is to go before the Committee in June.
- Good results have been achieved by Maori and Pacific woman in terms of breast screening as a result of the health promotion initiative.
- Discussion took place on the Human Papillomavirus (HPV) vaccination campaign.
- Investigation work is underway as to whether a local renal dialysis service would be sustainable.
- The Health Needs Assessment (HNA) will go before the Board in June. The HNA is due to go to Te Iwi Kainga and the Maori Health Committee. This is a brilliant piece of work. Once finalised the document will be widely distributed to Councils and other organisations who will see real merit in this document.

### **Resolved:**

THAT THE BOARD:

- (1) RECEIVE THE REPORT OF THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE FOR MAY 2008.
- (2) APPROVE THE PAYMENT OF \$373.5K BY THE FUNDER TO THE PROVIDER, THIS BEING 50% OF THE TOTAL YTD ACUTE CWD OVER DELIVERY AND ALSO REIMBURSEMENT FOR ALL FAVOURABLE IDF INFLOWS (NET OF THE PAYMENT MADE AT THE END OF Q2)
- (3) NOTE THAT THE PROVIDER ARM AS AT 31 MARCH 2008 HAS AGAIN ACHIEVED GIVEN STATUS ON ALL HOSPITAL LEVEL ESPIs.

### **Hospital Advisory Committee**

The Committee met on Tuesday 20<sup>th</sup> May 2008.

- The CFO has been asked to do some analysis on the increased provider costs.
- A Concerto upgrade has been installed resulting in improved laboratory results coming through. The lab results can now be graphed and this upgrade is a real improvement.
- A presentation on acute services presentation was provided. Some presentations are being counted back in twice. This process is to be managed. A FACEM is due to arrive in July who will be tasked analysing the acute and ED admissions.
- Palliative Care. The Committee discussed the importance of appropriate linkages between the Wards and patients going home. Presently the community nurses are doing rounds and are picking up referrals. All palliative care patients must leave hospital with a care plan before discharge. The new service will provide a far earlier linkage and connection for the patient. People can refuse palliative care if they don't want it.
- Succession planning for the Maori Health Coordinator's position is underway.
- The Committee reviewed the Quality Health Report on the alignment surveillance survey. The accreditation period has been extended to September 2009. The report raised no major matters of concern.

**Resolved:**

THAT THE BOARD RESOLVE TO RECEIVE THE REPORT OF THE HOSPITAL ADVISORY COMMITTEE FOR MAY 2008.

Helen Pocknall, Director of Nursing attended the meeting.

**8. Bachelor of Nursing Success Report**

The Bachelor of Nursing Programme between Wairarapa DHB and UCOL has been a very successful initiative. Since the first intake in 2004, approximately 150 students have enrolled in this programme. 36 students came into the programme this year. Of all enrolments 22 have not completed the programme (5 which identify as Maori). A Nurse Mentor role has been put in place this year which will provide added support and reduce drop out rates.

Mrs Pocknall was thanked for an excellent report.

Mrs Samuel advised it was very pleasing to see increasing number of nurses in primary care and NGOs which is a direct result of having the programme here. Mrs Jefferies suggested this type of focus and initiative would be beneficial for other groups (ie. Maori / Care Givers / Paramedics). These type of initiatives need to be captured in the context of the RCSP?

Campaigns and Career Days are another important aspect to provide awareness and opportunities to students. The CEO advised a campaign to promote health careers is also to commence nationally. GM Human Resources will be asked to provide an update to the Board. Ms Grace asked if Whare Kura is included in the school circuit. This will be checked and done in the future.

11.54am – Mrs Helen Pocknall left the meeting.

**Resolved:**

THAT THE BOARD:

- (1) NOTE THE BACHELOR OF NURSING SUCCESS REPORT NUMBERED D864.
- (2) SUPPORT THE ONGOING EMPLOYMENT OF THE MASTERTON BN PROGRAMME FOR GRADUATE NURSES, ESPECIALLY MAORI.
- (3) ENDORSE THE GAINING OF ACCREDITATION OF THE DHB WIDE NETP PROGRAMME IN ORDER TO ENSURE CONSISTENCY ACROSS THE DISTRICT OF THE TRAINING OF NEW GRADUATES.

**11. Conflicts of Interest letter requested by Hon David Cunliffe**

The CEO spoke to a Report and draft response he had prepared for the MOH in response to the Minister of Health's recent letter regarding Governance matters that came about following the release of the Hawkes Bay DHB report. The purpose of the response is to outline how the Wairarapa DHB handles governance and conflicts of interest matters.

It is not known whether these responses will be reviewed collectively or individually.

**Resolved:**

THAT THE BOARD APPROVE THE BOARD CHAIRMAN SIGN OFF THE LETTER TO THE MOH REGARDING GOVERNANCE MATTERS.

It was agreed it would be timely for confidentiality statements to be out to Board members for resigning. This will be dealt with by the Board Secretary.

## **9. Renal Dialysis Services**

A petition was tabled at the meeting that over 400 people had signed. They ask that Wairarapa DHB investigate whether a local renal dialysis service can be provided. With the redesign work as part of the construction of Wairarapa Hospital a local renal dialysis service was investigated at that time, however at that time it was not viable for a number reasons.

Patients who can cope with machines at home do have them. Patients who currently go to Wellington for dialysis are either being trained to use a machine in their own home or are travelling to Wellington for sound clinical reasons. Management agree it is timely to revisit this service and the opportunities that may exist, both locally and regionally, e.g. Upper Hutt.

Doctor Falkner referred to the need for more effective management of diabetes which will help reduce the ongoing need for dialysis. This is a long term goal.

The Board suggested a Wairarapa community representative be on the regional group. The new community facility will allow for future expansion that will allow for additional clinics in to the future.

Management will go back to the author of the covering letter advising the viability for a local service is to be carefully investigated.

As part of this work accommodation for dialysis patients and their families, along with better transport arrangements for patients going to Wellington will be looked at. The Director Planning and Funding will look at the entire mix. The Board suggested short, medium and longer term solutions be outlined. This work will also link into the regional service review.

### **Resolved:**

THAT THE BOARD:

- (1) RECEIVE THE PETITION FORWARDED BY JEFF WORKMAN AND SIGNED BY 464 OTHER INDIVIDUALS.
- (2) NOTE THAT A REGIONAL PROJECT IS UNDERWAY TO INVESTIGATE THE PROVISION OF RENAL SERVICES ACROSS THE CENTRAL REGION, INCLUDING THE LOCATIONS AND OPTIONS FOR FUTURE DEVELOPMENTS IN RENAL DIALYSIS CLINICS.
- (3) RESPOND TO THE PETITION WITH INFORMATION ABOUT THE REGIONAL PROJECT.

## **10. Increase in Funding for Elective Services**

An additional \$443K per annum is to be received for additional elective funding in 2008/09 and 2009/10. This injection of funding hasn't changed the bottom line as added expenditure offsets this funding.

### **Resolved:**

THAT THE BOARD:

- (1) NOTE THAT THE WAIRARAPA DHB WILL HAVE ACCESS TO AN ADDITIONAL \$443k PER ANNUM OF FUNDING FOR ELECTIVE SERVICES IN 2008/09 AND 2009/10.
- (2) NOTE THAT THE WAIRARAPA DHB WILL HAVE ACCESS TO ONGOING SUSTAINABLE ELECTIVES FUNDING OF \$388k PER ANNUM FROM 2010/11.
- (3) NOTE THAT THERE IS A NATIONAL POOL OF \$8 M AVAILABLE IN 2008/09 TARGETED AT DHBS THAT HAVE BOTH A HIGH LEVEL OF SPECIFIC NEED IN THEIR COMMUNITY AND THE CAPACITY TO DELIVER EXTRA SERVICES, ALTHOUGH NO DETAILS ARE YET AVAILABLE FROM THE MOH AS HOW THIS CAN BE ACCESS BY INDIVIDUAL DHBS.
- (4) NOTE THAT THERE IS A NATIONAL POOL OF \$2M AVAILABLE IN 2008/09 FOR ENSURING CATARACT TARGET VOLUMES ARE MET, ALTHOUGH NO DETAILS ARAE YET AVAILABLE FROM THE MOH AS HOW THIS CAN BE ACCESSED BY INDIVIDUAL DHBS.

## 11. Board Correspondence

### Resolved:

THAT THE BOARD NOTE THE LETTER DATED 21 APRIL 2008 FROM HON DAVID CUNLIFFE, MINISTER OF HEALTH.

### Move into Confidential Business

#### Resolved:

THAT THE PUBLIC BE EXCLUDED FROM CONFIDENTIAL BUSINESS ITEMS LISTED WITHIN THE BOARD MEETING AGENDA PURSUANT TO THE FOLLOWING:

- (1) TO ENABLE THE BOARD TO DELIBERATE IN PRIVATE ON ITS RECOMMENDATIONS
- (2) WITHHOLDING OF INFORMATION IS NECESSARY TO MAINTAIN THE EFFECTIVE CONDUCT OF PUBLIC AFFAIRS THROUGH THE FREE AND FRANK EXPRESSION OF OPINIONS BY OR BETWEEN OR TO MEMBERS OR OFFICERS OR EMPLOYEES OF ANY LOCAL AUTHORITY.

### Report Back from Confidential Business

The Chairman reported back the following resolutions that were passed on confidential business as follows:

### Confidential Board Meeting

THAT THE CONFIDENTIAL MINUTES FROM THE LAST MEETING HELD ON 22 APRIL 2008 BE CONFIRMED.

### Glenwood Masonic

#### Resolved:

THAT THE BOARD AGREE THAT THIS ITEM BE DEALT WITH AS PART OF THE CONFIDENTIAL AGENDA.

### Confidential CPHAC Report

- (1) RECEIVE THE CONFIDENTIAL REPORT OF THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE FOR MAY 2008.
- 2) APPROVE THAT NEW AGREEMENTS FOR A THREE YEAR TERM, ARE OFFERED TO MENTAL HEALTH PROVIDERS FOR THE ANNUAL VALUES SHOWN IN THE TABLE BELOW:

RICHMOND NZ	\$1,306,499
WAIRARAPA ADDICTION SERVICES INCORPORATED	\$1,019,917
TE HAUORA RUNANGA O WAIRARAPA	\$545,820
SF WAIRARAPA	\$153,573

- 3) AGREE THAT THE DHB COMPLETE A SERVICE AGREEMENT WITH WHAIORA WHANUI TRUST FOR A TERM OF THREE YEARS.
- 4) NOTE THAT MANAGEMENT IS ADDRESSING PALLIATIVE CARE COMMUNICATION AND WORK MATTERS WITH NURSES AND VOLUNTEERS.
- 5) NOTE THAT AN RFP WAS ISSUED TO ALL INTERESTED PARTIES FOR WAIRARAPA PODIATRY AND THAT DISCUSSIONS ARE CONTINUING WITH THE PREFERRED PROPOSER, FOOT MECHANICIS LTD.

**Draft ISSP****Resolved:**

THAT THE BOARD:

- (1) RECEIVE THE REPORT ON THE DRAFT ISSP.
- (2) NOTE THAT THE FINAL ISSP WILL BE PROVIDED TO THE JULY 2008 MEETING FOR BOARD APPROVAL.

**Aged Residential Care Proposal****Resolved:**

THAT THE BOARD DEFER ANY DECISION BACK TO GLENWOOD MASONIC UNTIL SUCH TIME AS FURTHER INFORMATION IS MADE AVAILABLE TO THE BOARD NEXT MONTH.

**Procurement****Resolved:**

THAT THE BOARD RECEIVE THE PROCUREMENT UPDATE.

**DHB Collective Activity****Resolved:**

THAT THE BOARD DHB COLLECTIVE ACTIVITY ANNUAL PLAN 2008/09.

- (2) PROVIDE ANY COMMENTS TO:
  - (1) NOTE THE DRAFT BE FEEDBACK INTO THE FINAL PLAN.
  - (3) NOTE THE TOTOAL PLANNED EXPENDITURE TO SUPPORT THE 21 DHB COLLECTIVE ACTIVITY FOR 2008/09 IS \$14,494,840 OF WHICH \$10,587,840 WILL BE FUNDED BY DHB'S AND \$3,907,000 WILL BE FUNDED BY THIRD PARTIES.
  - (4) NOTE THAT THE WAIRARAPA DHB DIRECT FISCAL CONTRIBUTION TO THE COLLECTIVE WORK PROGRAMME WILL BE \$116,875 FOR THE 2008/09.

**Employment Relations Update****Resolved:**

THAT THE BOARD NOTE THE EMPLOYMENT RELATIONS UPDATE REPORT.

Meeting closed: 2.35pm

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Bob Francis – Board Chairman

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Date