

**MINUTES OF THE  
COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE MEETING OF THE  
WAIRARAPA DISTRICT HEALTH BOARD,  
HELD ON TUESDAY 18TH NOVEMBER 2008 AT 9AM  
IN THE 2ND FLOOR MEETING ROOM, WAIRARAPA DISTRICT HEALTH BOARD,  
BLAIR STREET, MASTERTON**

**Present:**

Mr Bob Francis (Chair), Ms Janine Vollebregt, Ms Trish Taylor, Ms Viv Napier, Ms Fiona Samuel and Mr Perry Cameron

**In Attendance:**

Ms Joy Cooper (Director Planning and Funding), Mr David Meates (Chief Executive), Mr Eric Sinclair (Chief Financial Officer), Ms Stephanie Turner (Director of Maori Health) and Gillian Malton (minute taker)

**1. Apologies**

Nil

**2. Conflicts of Interest**

Nil

**3. Confirmation of Minutes – Meeting of 21<sup>st</sup> October 2008**

Revised minutes were tabled at the meeting.

**Resolved:**

THAT THE REVISED MINUTES OF THE MEETING HELD ON 21<sup>ST</sup> OCTOBER 2008 BE CONFIRMED AS A TRUE AND CORRECT RECORD

**Matters Arising:**

Members stated that they would still like to have some technical information on the effects of vaccinations. It was noted that a report will come to the committee in March.

**4. Planning and Funding**

Joy Cooper, Director of Funding and Planning, summarised this report and highlighted the following points:

- The Planning and Funding team are pleased to welcome Simon Everitt back after two years leave of absence.
- Officials from the MoH, Office of Auditor General, State Service Commission and Treasury held a workshop with DHB staff on the content required for DHBs' Statements of Intent. The main emphasis was on the need to improve the reporting of performance information and that this requires reporting of outputs as the measures of organisational performance.
- Admissions from aged care facilities to Wairarapa Hospital are trending downwards. A report on this was provided at last weeks DSAC meeting.
- The roll out of the InterRAI home and community support services needs assessment tool is expected to take three years. The Central Region DHBs are exploring a collaborative regional approach for this.
- Planning and Funding have initiated the first strategic meeting with PHO management to discuss ways in which the PHO contract can better support DHB strategic objectives and the Primary health care strategy.
- The PHO board are to meet with the DHB Board on the 4<sup>th</sup> December 2008 at 4pm.
- WDHB and WCPHO have agreed to a bonus payment of \$25 for each additional Diabetes Annual Review check that is completed on an additional Maori or Pacific person to 1 November 2009 over and above the current performance.
- Agreement has been reached to relocate the Kura Clinic to the adjacent Ko Te Aroha early childhood centre. It is expected that the new clinic will be open at the beginning of the 2009 school year.
- Uptake of the HPV Immunisation in Wairarapa has been significantly higher than in other DHBs. There were good foundations put down with the MeNZB programme and members agreed that the same approach needs to be taken with flu vaccinations.
- No applications were received for the Palliative Care Volunteer Co-ordinator position. This will be discussed at the Community Reference Group meeting next week.

- Planning for the implementation of the B4 School checks is well underway. A full rollout is expected in early 2009. Concerns were raised that the 3 year old hearing checks may not be done now until the B4 School checks. Joy will follow up on this and report back to the Committee.
- Expenditure on pharmaceuticals in October (before the timing impact of accruals) was \$31k less than budget for the month. This is in line with the usual seasonal trend. Overall, expenditure is over budget by \$381k year to date. This is an area of financial risk.
- The IDF 07/08 final washup of \$364k was paid in October. For 08/09 there will only be one washup which will take place following the year end. IDFs will be discussed in more detail at next weeks Board meeting.
- The Regional clinical Services Plan was presented to a large meeting of the Clinical Society on 4<sup>th</sup> November with good feedback.

**Establishing a Framework for providing respite Services and Support to Families with Infant, children and Youth with a Mental Illness across the Central Region:**

Marie McKay spoke to this report and the following points were discussed:

- In 2001 the Central Regions DHBs established Acute Packages of Care (APOC) as a flexible means of funding individual programmes for young people with mental health problems who required intensive support and treatment. The region's programmes for children and youth, including use of APOC funding, were reviewed in 2005.
- Some of the recommendations in that review related specifically to respite services. The goal was to develop respite services to improve access on both a planned and unplanned basis.
- Wairarapa DHBs respite services are currently provided by facility-based crisis respite and a range of APOC funded support and service options. There is no carer relief budget.
- Currently Wairarapa have two respite families available.
- An update on this work will come back to CPHAC next year.

**Resolved:**

THAT THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE:  
**RECEIVE** THE PLANNING AND FUNDING REPORT FOR NOVEMBER 2008

**5. Bi Annual Report on Progress against the Mental Health and Addiction Section of the WDHB DAP 08/09**

Marie McKay, Portfolio Manager, spoke to this report and highlighted the following:

- All DHB funded services are performing well in line with their contractual requirements which identify agreed minimum levels of service and all are currently achieving and in some cases exceeding the minimum targets set.
- Concerns were voiced regarding the gaps in Maori Mental Health positions at present and difficulties in recruiting to fill these vacancies. Stephanie stated that this is all about education and making Mental Health a place that is responsive to Maori needs. This will then attract more Maori applicants for vacant positions. Stephanie has been working with Mental Health Managers to develop a Maori Responsiveness Plan.
- Members stated that the newsletter "Synergy - News and views from the Mental Health and Addiction service" was a good idea, providing news and information and upcoming events in the various mental health addiction agencies within the Wairarapa.

**Resolved:**

THAT THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE:

1. **NOTE** THAT THE DHB HAS ACHIEVED ITS DISTRICT ANNUAL PLAN OBJECTIVES AND ACTIONS FOR MENTAL HEALTH AND ADDICTIONS FOR THE FIRST QUARTER OF THE YEAR AND IS ON TRACK WITH OTHER INITIATIVES PLANNED FOR THE NEXT QUARTER.
2. **NOTE** THAT ALL PROVIDERS ARE ACHIEVING CONTRACTUAL TARGETS FOR SERVICE UTILISATION.
3. **NOTE** THAT ALL NGOS ARE FULLY STAFFED BUT THAT THE DHB PROVIDER ARM HAS VACANCIES IN THE MAORI MENTAL HEALTH POSITIONS
4. **NOTE** THAT THERE ARE NO FINANCIAL OR SERVICE VIABILITY ISSUES TO REPORT IN ANY FUNDED DHB MENTAL HEALTH AND ADDICTION SERVICES IN THIS PERIOD.
5. **APPROVE** THE FUNDERS REPORT ON MENTAL HEALTH SERVICES FOR THE PERIOD ENDING 31 OCTOBER 2008.

## **6. Funders Report on Cancer Services and Development**

Marie McKay, Portfolio Manager, spoke to this report and highlighted the following:

- Good progress has been made toward achieving the actions planned for Cancer in the DHB's DAP.
- WDHB has been assessing the viability of developing a chemotherapy service at Wairarapa Hospital. The Central Cancer Network has made application for funding from Genesis Oncology Trust for an FTE resource for a 12 month period to undertake this project. The outcome of this application is expected in December.
- The GP Liaison has advised that Breast screening rates could improve if difficulties relating to the timing of the Mobile service and the due date of a woman's mammography are resolved. Currently, if a woman is not due for screening at the time that the mobile service is in the Wairarapa, they are advised to wait until their due date and travel to the Hutt Valley for screening.

### **Resolved:**

THAT THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE:

1. **NOTE THE PROGRESS ON:**
  - THE CHEMOTHERAPY SERVICE DEVELOPMENT PROJECT
  - CENTRAL CANCER NETWORK PROJECTS
2. **NOTE THAT THEY WILL RECEIVE A COPY OF THE CENTRAL CANCER NETWORK'S HEALTH NEEDS ASSESSMENT IN DECEMBER 2008**
3. **NOTE THE RADIATION TREATMENT WAITING TIMES FOR WAIRARAPA PATIENTS FOR THE FIRST QUARTER OF 2008 /09**
4. **NOTE THAT THE CCN STRATEGIC PLAN 2008 – 2010 IS BEING DEVELOPED FOR SUBMISSION TO THE MINISTRY OF HEALTH IN JUNE 2008.**
5. **NOTE THE PROPOSAL TO HOLD A WORKSHOP TO AGREE NEXT STEPS, PRIORITIES AND A WORK PLAN FOR THE WAIRARAPA CANCER CONTROL PLAN FOR 2009**
6. **NOTE THAT GOOD PROGRESS HAS BEEN MADE IN THE FIRST 4 MONTHS OF THE 2008/09 YEAR TOWARD ACHIEVING THE ACTIONS PLANNED FOR CANCER IN THE DHBS DISTRICT ANNUAL PLAN THROUGH HOLISTIC AND COLLABORATIVE APPROACHES ACROSS ALL SERVICES.**

## **7. Funders Quarterly Report on DHB Provider Performance 2008/09 Quarter 1**

Joy Cooper spoke to this report and highlighted the following:

- For the three months to 30 September Provider over delivered against contract by \$338k or 2.9%. This is an impressive performance given that the target for the first quarter is \$0.9m higher than for quarter 1 in 07/08. A favourable variance in Personal Health of \$619k has been offset by a \$201k adverse variance in Mental Health and under delivery in DSS of \$81k.
- Quarter 1 saw 3496 attendances in ED which was 781 more than planned.
- Whilst it is good to see all this work being done it is having a direct impact on the financial sustainability of the Provider. This in turn impacts on the funder.
- Financial sustainability issues will be looked at in more detail at the Board meeting next week.

### **Resolved:**

THAT THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE:

**RECEIVE THE FUNDERS QUARTERLY REPORT ON DHB PROVIDER PERFORMANCE 2008/09 QUARTER 1**

1. **NOTE THAT OVERALL PROVIDER ARM PERFORMANCE FOR THE FIRST QUARTER OF 2008/09 IS 2.9% OR \$338K AHEAD OF CONTRACTED VALUES**
2. **NOTE THAT THE PROVIDER ARM AS AT 30 SEPTEMBER 2008 HAS AGAIN ACHIEVED GREEN STATUS ON ALL HOSPITAL AND SPECIALITY LEVEL ESPIS.**

## **8. PHO Performance Management Programme Data**

- This report summarised WCPHO performance data as measured through the fifth 6 month performance period (1 January to 30 June 08) of the PHO Performance Management Programme.
- All targets are being met except for Cervical Screening for the high needs population.

Members suggested that Joy Cooper and Stephanie Turner meet to develop a strategy for improving Cervical Screening rates among high needs groups.

### **Resolved:**

THAT THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE:

1. **RECEIVE** THE PHO PERFORMANCE MANAGEMENT PROGRAMME DATA REPORT
2. **NOTE** THAT THE WCPHO HAS GENERALLY PERFORMED WELL AGAINST NATIONAL BENCHMARKS
3. **NOTE** CHANGES TO THE PROGRAMME THAT COME INTO EFFECT FROM THE NEXT PERFORMANCE PERIOD
4. **NOTE** THAT PLANNING AND FUNDING WILL REPORT ON PHO PERFORMANCE TO CPHAC AFTER THE NEXT SIX MONTH PERFORMANCE PERIOD.

**9. Report Back from Public Excluded Meeting**

The following resolutions were taken in the public excluded section of the meeting:

**Resolved:**

THAT THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE:

1. **RECEIVE** THE REPORT ON CONTRACTS WITH NGO PROVIDERS
2. **NOTE** THE CONTRACT ROLLOVERS AND SCHEDULE OF CURRENT CONTRACTS
3. **ASK** MANAGEMENT TO WRITE FORMALLY TO CONTRACTED PROVIDERS TO ADVISE THAT THE TIMELY PROVISION OF QUARTERLY PERFORMANCE REPORTS IS MANDATORY, AND THAT THEIR FUNDING IS AT RISK IF REPORTING REQUIREMENTS ARE NOT COMPLIED WITH
4. **NOTE** THAT THE A23 CLAIM FOR \$60 MILLION COMPENSATION FOR EXCEPTIONAL COSTS HAS BEEN RESOLVED
5. **NOTE** THAT DHBS COLLECTIVELY WILL RECEIVE A WINDFALL GAIN OF ABOUT \$9M IN 2008/09 DUE TO CHANGES IN TAX RATES INCREASING THE CONTRIBUTIONS MADE BY RESIDENTS IN AGED CARE FACILITIES TOWARDS THE COSTS OF THEIR CARE, EFFECTIVE FROM 1 OCTOBER 2008.

AND **RECOMMEND** THAT THE BOARD:

6. **ENDORSE** DHBS' COMMITMENT TO INVEST THIS WINDFALL GAIN IN THE AGED RESIDENTIAL CARE SECTOR
7. **AGREE** THAT RAISING THE PRICE INCREASE PAID FOR AGE RELATED RESIDENTIAL CARE IN 2008/09 FROM 2.8% TO 3.3% SHOULD BE THE FIRST PRIORITY FOR USE OF THIS FUNDING
8. **AGREE** THAT ALLOCATION OF THE REMAINING \$4M (AFTER ALLOWING FOR THE GENERAL PRICE INCREASE TO 3.3%) WILL BE DISCUSSED FURTHER WITH THE BOARD

The meeting concluded at 11.35am.

Signed: \_\_\_\_\_  
Chairman

Date: \_\_\_\_\_