

**MINUTES OF THE  
COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE MEETING OF THE  
WAIRARAPA DISTRICT HEALTH BOARD,  
HELD ON TUESDAY 16 JUNE 2009 AT 9AM  
IN THE BOARD ROOM, WAIRARAPA DISTRICT HEALTH BOARD,  
BLAIR STREET, MASTERTON**

**Present:**

Janine Vollebregt (Acting Chair), Trish Taylor, Viv Napier, Fiona Samuel, Perry Cameron, Liz Mellish

**In Attendance:**

Tracey Adamson (Chief Executive), Joy Cooper (Deputy Chief Executive), Simon Everitt (Director Planning and Funding), Eric Sinclair (Chief Financial Officer), Stephanie Turner (Director Maori Health), Lisa Burch (Portfolio Manager) and Jen Bergantino (minute taker)

**1. Apologies**

Apologies were received from Bob Francis.

**2. Conflicts of Interest**

No conflicts of interest were recorded in relation to the agenda.

**3. Confirmation of Minutes – Meeting of 19 May 2009**

**Resolved:**

THAT THE MINUTES OF THE MEETING HELD ON 19 MAY 2009 BE CONFIRMED AS A TRUE AND CORRECT RECORD.

**4. Matters Arising**

The Committee requested a copy of Dr Stephen Palmer's presentation on the swine flu.

**5. Planning and Funding**

Simon Everitt summarised this report and highlighted the following points:

- The 2009/10 District Annual Plan (DAP) has been sent to the Minister of Health. Wairarapa DHB was the first DHB to have their DAP finalised. A letter regarding Wairarapa DHB's draft Statement of Intent (SOI) has been received from the Minister. There are no major changes required although the letter indicated that the SOI needs to reflect current health targets and other Government priority areas. The final version of the SOI is due to the Minister by 19 June 2009. Simon Everitt highlighted that MOH have supported the Wairarapa DHB's deficit in 2009/10.
- Funder Arm financial position has increased its year to date (YTD) surplus by \$117k and is on track to achieve the year end forecasted surplus of \$0.5M.
- On 3 June 2009 a meeting was held with the Wairarapa Community Pharmacies. Tracey Adamson attended the meeting and took the opportunity to talk with the pharmacists about the current challenges that lie ahead for the DHB and the Wairarapa Clinical Services Action Plan (WCSAP). Simon Everitt will be meeting with David Holt, Carterton Pharmacy, on 16 June 2009 to discuss the pharmacy synchronisation project and opportunities to continue this programme in 2009/10.
- Simon Everitt, Joy Cooper, Tracey Adamson and Eric Sinclair met with Capital and Coast DHB's (C&CDHB) Senior Management team on 8 June 2009 to discuss how to better manage Inter District Flows (IDFs) in 2009/10. The grouping of outpatient clinic appointments at C&CDHB to reduce transportation costs was discussed. C&CDHB agreed that they would give the Wairarapa DHB access to patient level data so further analysis of IDF flows could occur around services such as ambulatory services (outpatients).

- Simon Everitt advised the Committee Wairarapa DHB will need to look at managing its electives volumes more closely to its agreed electives plan as there is no guarantee of additional electives funding by the MOH in 2009/10. Management will look to provide General Practice (GP) with regular information on the type and range of services provided locally through the DHB's GP Liaison newsletter. The Committee members would like to receive a copy of the GP Liaison Newsletter.
- Simon Everitt also followed up on the Committee's questions in relation to the national contract variation for Aged Related Residential Care (ARRC) and the recent national price increases. Currently there is no requirement from either the Ministry or through the contract variation for additional reporting relating to the use of these funds and how they should be applied. The Minister of Health has made it clear that the additional funding is to address the gap between pay for Registered Nurses (RNs) in residential care and those in the public hospital with the assumption that this increase will improve recruitment and retention of RNs for the future. The Committee requested a letter to be sent to each Wairarapa ARRC provider reinforcing the Minister's expectations.
- The MOH has decided to defer the Interim Funding Pool (IFP) for 12 months.
- Foot Mechanics is the contracted provider for Podiatry services in the Wairarapa. Currently there is a high demand for podiatry services resulting in a waiting list for low risk patients. The Planning and Funding team are in regular contact with the provider and will monitor demand for the service closely over the next six months.
- Wairarapa DHB has withdrawn from progressing negotiations with ACC on the Vitamin D initiative for patients in residential care due to a shortfall in the funding for the programme. Wairarapa DHB will raise this issue in provider forums advising providers to inform families and to discuss different options with them.
- The Minister has written to all DHB Chairs voicing his concerns regarding the delivery of the Before Schools Checks programme and DHBs' poor performance on this programme nationally. Wairarapa DHB is, by comparison to most DHBs, meeting its expected volumes / targets for this programme. A letter of response from Bob Francis has been sent informing the Minister of the success of the programme in Wairarapa and that Wairarapa DHB is on target to meet expected performance targets for 2008/09.
- The Sexual Abuse Assessment and Treatment Services (SAATS) contract has been agreed with ACC and the PHO with services commencing under this contract in May 2009.
- Barry Taylor, Suicide Prevention Co-ordinator has approached various schools in the Wairarapa to run an educational programme in Term Four.
- Fiona Samuel advised that Whaiora Whanui are working on reducing the number of hard to reach patients who have not had their Fluvax vaccination.
- Simon Everitt reported he is a member of the Operational Group of the Health Management Services Collective (HMSC) which is working on a proposal with seven other DHBs to develop a patient centric health information system that can be used across multiple settings e.g. General Practice, Pharmacy, Residential Care Providers, etc. A preliminary business case is being developed for consideration by the MOH.
- Excellent progress has been made by the HEHA Education Coordinator in developing a MOU with the Kura.
- Simon Everitt reported back on the Committee's concern regarding after hours prescription charges. Pharmacists do not have the ability under their contract to charge additional fees for after hours prescriptions. However if a drug is not subsidised then additional charges can be expected.

**Resolved:**

THAT THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE RECEIVE THE PLANNING AND FUNDING REPORT FOR JUNE 2009.

#### **6. Funder's Quarterly Report on DHB Performance 2008/09 – Quarter Three**

This is a regular quarterly report to the Board. The following points were noted:

- The Provider Arm is very productive and is currently tracking 7.2% ahead of its contracted volumes to the end of the third quarter of 2008/09.
- The DHB will need to closely manage its electives volumes next year within the parameters of its electives funding. Elective Services – the DHB will need to review its treatment thresholds for 2009/10 to achieve this.
- Acute volumes continue to track ahead of contracted volumes.
- The DHB is currently orange with its ESPIs in orthopaedics. This has been discussed with the Provider Arm and is expected to be corrected for June 2009 ensuring that electives funding is not put at risk.
- As part of the development of the Child Health Strategy, Child Development (DSS1012) will need to be reviewed to ensure that the funding is being used appropriately to support a coordinated approach to child development services.

#### **Resolved:**

THAT THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE:

1. **RECEIVE** THE FUNDERS QUARTERLY REPORT ON DHB PERFORMANCE 2008/09 - QUARTER THREE
2. **NOTE** THAT OVERALL PROVIDER ARM PERFORMANCE FOR THE THIRD QUARTER OF 2008/09 IS 7.2% OR \$798K HIGHER THAN CONTRACTED VALUES, AND YTD IS 4.3% OR \$1,486K AHEAD OF CONTRACTED VALUES

#### **7. Healthy Eating Healthy Action (HEHA) Report**

Simon Everitt summarised this report and highlighted the following points:

- The DHB has been achieving the National Target for Breastfeeding for the total population but not for the Maori and Pacific population. This needs to be an area of focus for 2009/10. The Committee suggested that more attention is needed regarding the antenatal care provided to Maori and Pacific. The committee also suggested that the DHB consider how it can develop its Maori midwife workforce.
- The Children's Food and Drinks Survey has been completed. A summary of the final report will come to the Committee.
- The Education Co-ordinator is working well with the Kura to develop a Memorandum of Understanding between a range of health services and the Kura.
- There are now 31 Wairarapa Kids Kitchen Garden projects funded in the Wairarapa.

#### **Resolved:**

THAT THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE NOTE THE HEALTHY EATING HEALTHY ACTION REPORT AND PROVIDE COMMENTS TO THE HEHA PROJECT MANAGER.

#### **Additional Item - Update on Swine Flu**

Tracey Adamson gave the Committee an update on the swine flu. The following points were noted:

- A number of DHBs have set up community based assessment centres. The Wairarapa DHB has set up a centre in the Old Hospital, Ward 4. This centre will be activated on the advice of the MOH and Regional Public Health.
- A cost centre has been set up for all costs relating to Swine Flu – funding may be available from the MOH.
- Testing for Swine Flu is by way of a throat swab.
- An email has been sent to all staff members advising that if they have flu-like symptoms they are to stay at home, further information can be obtained by calling Healthline. Staff have also been advised to put together pandemic kits which consist of flu remedies, paracetamol, tissues, food/fluids, etc. enough for seven to ten days.
- A media release has been prepared with a similar message.
- John Channon is Wairarapa DHB's Emergency Preparedness and Disaster Planning Co-ordinator.
- Stephanie Turner has been involved with sending information to local Marae.

**Move into Confidential Business**

**Resolved:**

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

1. TO ENABLE THE COMMITTEE 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.

The meeting concluded at 11.20am

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

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