

**MINUTES OF THE  
COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE MEETING OF THE  
WAIRARAPA DISTRICT HEALTH BOARD,  
HELD ON TUESDAY 18 AUGUST 2009 AT 9AM  
IN THE BOARD ROOM, WAIRARAPA DISTRICT HEALTH BOARD,  
BLAIR STREET, MASTERTON**

**Present:**

Bob Francis (Chair), Janine Vollebregt, Fiona Samuel, Perry Cameron, Liz Mellish

**In Attendance:**

Tracey Adamson (Chief Executive), Joy Cooper (Director, Planning and Funding), Eric Sinclair (Chief Financial Officer), Stephanie Turner (Director Maori Health), and Jen Bergantino (minute taker)

**1. Apologies**

Apologies were received from Trish Taylor and Viv Napier.

**2. Conflicts of Interest**

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

**3. Confirmation of Minutes – Meeting of 14 July 2009**

**Resolved:**

THAT THE MINUTES OF THE MEETING HELD ON 14 JULY 2009 BE CONFIRMED AS A TRUE AND CORRECT RECORD WITH MINOR AMENDMENT.

**4. Planning and Funding Report – August 2009**

The following points were highlighted:

- District Annual Plan (DAP) has now been signed by the Minister of Health. This is now available on the DHB website and a hard copy of the DAP is available on request.
- The Ministry has agreed that the District Strategic Plan (DSP) will not need to be submitted until October 2010
- The June provisional result for Inter District Flows (IDFs) 08/09 is \$1.2m adverse. There is a provision in the balance sheet of \$1.3m. The final position will not be known until September when all coding is completed.
- There are large variances in Plastic and Burns and Urology in the Case Weight report for June 2009. Some of this has been set off with additional electives funding from Ministry of Health
- Electives Services Monitoring report showed that the DHB had over-delivered for the 08/09 year. The Wairarapa DHB has benefited from this as other DHBs did not meet their electives targets for 08/09. Additional funding received for electives will be applied to the last financial year.
- The Ministry of Health has made changes to the statutory audit programme for aged residential care services. There will now be an unannounced audit for all facilities. This will take place halfway through the audit cycle.

- The Wairarapa DHB would like to see an increase in the influenza vaccination rates in the Aged Residential Care (ARC) facilities. More work will be done with the ARC providers to see if numbers can be increased.
- ARC facilities and Home Based Support Services (HBSS) are being offered training in palliative care.
- A joint funders' (ACC, Ministry of Health, DHBs) collaborative project is underway to develop a common service specification for HBSS. Joanne Edwards, Portfolio Manager, Planning and Funding will be involved in this work.
- Additional funding has been provided to fund the current backlog of patients on the waiting list for podiatry services.
- National Pharmacy contract negotiations are underway. The National Pharmacy contract expires in March 2010. The negotiations to date have focused on dispensing fees, service specifications, terms and conditions. Perry Cameron asked that the key priorities for discussion be widened to include patient safety and service quality. This contract will be the basis for all DHBs to use as their base agreement. The agreed Pharmacy contract will be based on the national agreement and any local components they wish to include for their district.
- The Committee would like to receive an evaluation on the health promotion work that pharmacies have been undertaking.
- Joy Cooper tabled a list of the days and hours each Wairarapa Pharmacy was open for business.
- A full report of the Quarter four Ministry of Health deliverables will be tabled at the next Board meeting. The Wairarapa DHB has lost some ground partly because of Ministry of Health increasing targets in 08/09.
- Minister of Health is pushing devolution from secondary to primary. The Committee members were keen to see the Wairarapa DHB take the lead on this and start the process by developing a Wairarapa based integrated family health centre model. This will be a partnership which involves DHB, primary care providers, PHO and other community parties.
- Wairarapa DHB had agreed to be part of a pilot project aimed at improving outcomes for children being taken into CYF care. Initially the time the DHB envisaged it would be included in MidCentral DHB's pilot. The MidCentral pilot was very slow to get underway and to date the pilot has not been extended to Wairarapa. Wairarapa DHB is now looking at taking up this pilot itself and involving all services not just general practices.
- A palliative care meeting will be held on 1 September 2009. Key agencies involved in palliative/hospice care have been invited to attend. Mary Schumacher from Hospice New Zealand will facilitate the meeting. The purpose of the meeting will be to look at the Wairarapa model and how all parties in the Wairarapa can work together to develop it further.
- There has been further developments on the Health Management Systems Collaborative project. This will be discussed at the next Board meeting.

**Resolved:**

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

**5. Wairarapa DHB Long Term Conditions Collaborative update**

- Simon Everitt, Dee Jones, Tim Maling, Simon Harding and Lesley Gray gave a presentation to the Committee on the Long Term Conditions Collaborative project which showed their findings and outcomes to date.

**Resolved:**

THAT THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE:

1. **RECEIVE** THE PRESENTATION.
2. **NOTE** THE EXCELLENT PROGRESS THAT IS BEING MADE WITH THE LONG TERM CONDITIONS COLLABORATIVE IN THE WAIRARAPA

**6. Smokefree Plan – Progress report**

Joy Cooper summarised this report and highlighted the following points:

- Health target to deliver on this year is 80% of all people admitted to hospital are screened for their exposure to smoking, either as a smoker or living in a household with a smoker, and offered advice to help to quit.
- Health professionals need to start asking patients and give advice on how to stop smoking.
- Studies show that the more attempts people have in trying to give up smoking the more successful they are in quitting smoking for good.
- Linda Spence is the Smokefree Coordinator at the DHB. She is working with the different departments in the hospital and offering advice and implementing Wairarapa DHB's Smokefree Plan. Linda Spence produces a report for every department of the hospital. The results show that half the departments have improved.
- A progress chart will now be put on the noticeboard in each area of the hospital for staff to track on how the DHB is progressing against the health target. Individual clinicians will need to take responsibility on meeting the health target.
- Whaiora Whanui is funded by the Ministry of Health to support 19 clients per month in the smoking cessation programme. They are currently receiving 30-40 referrals per month, predominately Maori women. Joy Cooper is to follow-up with the Ministry of Health around criteria and funding issues for smoking cessation for people aged less than 18 years.

**Resolved:**

THAT THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE:

1. **NOTE** PROGRESS TO DATE AGAINST THE DHB'S SMOKEFREE PLAN IN BOTH PRIMARY AND SECONDARY SERVICES
2. **NOTE** THE REQUIREMENTS OF THE HEALTH TARGET – BETTER HELP FOR SMOKERS TO QUIT
3. **NOTE** THAT THE SENIOR LEADERSHIP TEAM WILL BE DISCUSSING HOW THIS TARGET WILL BE ACHIEVED BY 30 JUNE 2010

**7. Suicide Prevention Project**

Joy Cooper summarised this report and highlighted the following points:

- Barry Taylor is on a two year contract as the Suicide Prevention Coordinator for the DHB and has put a lot of effort into training and upskilling various agencies.

- A number of workshops and lunchtime seminars have been setup for 2009 and have been well supported by different agencies.
- Some agencies do not realise that the work that they are doing out in the community is actually reducing the number of suicides.
- The Wairarapa Suicide Prevention Action Plan will be submitted to the Ministry of Health end of September. This Plan will be included on the agenda for the Committee meeting in September.

**Resolved:**

THAT THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE:

1. **NOTE** THE PROGRESS ACHIEVED WITHIN THE WAIRARAPA SUICIDE PREVENTION PROJECT
2. **NOTE** THE FINDINGS OF THE WAIRARAPA SUICIDE PREVENTION NEEDS ASSESSMENT
3. **NOTE** THE MAIN AREAS OF WORK PROPOSED IN THE WAIRARAPA SUICIDE PREVENTION ACTION PLAN WHICH IS DUE FOR SUBMISSION TO THE MINISTRY OF HEALTH BY 30 SEPTEMBER 2009.

**8. Funder's Quarterly Report on DHB Provider Performance 2008/09 – Quarter 4**

Joy Cooper summarised this report and highlighted the following points:

- Provider Arm has been over-performing to agreed targets.
- Waiting times - more capacity planning is needed and staff will need to be educated on this new process. Level of performance is unsustainable – the hospital will be unable to keep up this level of activity.
- General Practitioners are likely to materially reduce the amount of referrals if they were able to liaise more frequently with specialists at the hospital.

**Resolved:**

THAT THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE:

1. **RECEIVE** THE FUNDERS QUARTERLY REPORT ON DHB PROVIDER PERFORMANCE 2008/09 - QUARTER FOUR
2. **NOTE** THAT OVERALL PROVIDER ARM PERFORMANCE FOR THE FOURTH QUARTER OF 2008/09 IS 3.1% OR \$356K HIGHER THAN CONTRACTED VALUES, AND FOR THE FULL YEAR IS 4.4% OR \$2,003K AHEAD OF CONTRACTED VALUES
3. **NOTE** THAT THE PROVIDER ARM AS AT 30 JUNE 2009 HAS AGAIN ACHIEVED GREEN STATUS ON ALL HOSPITAL LEVEL ESPIS.

The meeting concluded at 11.15am.

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

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