

**Hospital Advisory Committee Meeting of the
Wairarapa District Health Board
Held on Tuesday 21 August 2007 at 1 pm,
Board Room, Wairarapa District Health Board Office
Blair Street, Masterton**

Present:

Dr Liz Falkner, Ms Yvette Grace, Ms Pamela Jefferies (Chair) and Mrs Janine Vollebregt

In Attendance:

Mr John Kirkup (Financial Analyst, Planning and Funding), Mr Bruce McGregor (Manager Human Resources), Ms Anne McLean (General Manager Hospital Services), Mr David Meates (Chief Executive), Ms Maggie Morgan (General Manager Public and Community Health Services), Mr Eric Sinclair (Chief Financial Officer) and Ms Stephanie Turner (Director of Maori Health)

1. Apologies

Mr Bob Francis and Mrs Mihi Namana (Maori Health Co-ordinator)

2. Conflicts of Interest

There were no other conflicts of interest other than those noted in the Interest Register.

3. Confirmation of Minutes of the Meeting held 17 July 2007

THE MINUTES OF THE MEETING HELD ON 17 JULY 2007 WERE CONFIRMED AS A CORRECT RECORD OF THAT MEETING.

Matters Arising

There were no matters arising.

4. Chairperson's Report

The Chairperson had no matters to report.

5. Report Back from Public Excluded Meeting

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

- (1) **RECEIVE** the report of the Review of AT&R services at Wairarapa Hospital
- (2) **RECOMMEND** to the Board that the report of the Review of AT&R services be noted and that a further update be provided to the next hospital advisory committee meeting.
- (3) **NOTE** that, commencing 15 August 2007, the report and recommendations will be circulated to staff for their information and that staff will be invited to provide feedback on the recommendations by 31 August.
- (4) **NOTE** that the report will be provided to the Hospital Advisory Committee, for information, at its meeting on 21 August.
- (5) **NOTE** that following feedback from staff, the recommendations will be amended or confirmed and an implementation plan developed.
- (6) **NOTE** that a further report on the final recommendations and implementation plan will be brought to the Hospital Advisory Committee meeting in either September or October.
- (7) **NOTE** the need to further develop WDHB's Stroke Service.
- (8) **RECEIVE** the HAC Review Report.

6. Monthly Operating Report for July 2007

The General Manager Hospital Services spoke to the report and the following points were made:

- July has been a very busy month with a high number of acute medical presentations.
- ESPIs remain green.
- ED attendances continue to track high. This is being closely monitored.
- Acute caseweights are up 14.7%.
- There is significant pressure within the Ultrasound service due to increasing number of urgent referrals. The department is showing a 71% increase in throughput in the last three years but waiting times remain at approximately five months for non-urgent cases.

Mental Health Services

The General Manager Community & Public Health Services spoke to the report. Points raised:

- Three staff have completed DAO workbooks. Training in supervised assessments will commence in August.

Community and Public Health Services

The General Manager Community & Public Health Services spoke to the report. Points raised:

- The HEHA Lifestyle Champions project commenced with national recognition and much local support.
- The consultation period for the District Nursing Service Redesign document closes on 24 August.
- The nurse employed to cover the Tinui / Riversdale area has withdrawn her resignation.
- The FOCUS waiting list will continue to grow as the demand for services increases.

Financial Report for July 2007

The Chief Financial Officer spoke to the report and the following points were made.

- The Provider division has a month end deficit of (\$9k) which is \$4 favourable to the planned result.

Performance Reports

The Manager Human Resources spoke to the Human Services monthly update.

- Thirty-one staff joined Kiwisaver in July.
- Work is in progress with senior managers to determine by which method individual staff should receive the culture survey.

Resolved:

THAT THE HOSPITAL ADVISORY COMMITTEE:

RECEIVE THE HOSPITAL SERVICES MONTHLY OPERATING REPORT FOR THE PERIOD ENDING 31 JULY 2007.

7. Elective Services Report for July 2007

- The green ESPI status has been maintained for a number of months. This is a great result.

Resolved:

THAT THE HOSPITAL ADVISORY COMMITTEE:

RECEIVE THE ELECTIVE SERVICES REPORT FOR JULY 2007

8. General Business

- Electronic discharge is a key project picked up by Information Technology. The timeliness of electronic discharges is being worked on.

The meeting was declared closed at 3.25 pm.

_____ Chairman

_____ Date