

**Minutes of the Board Meeting of the Wairarapa District Health Board  
Held in the Boardroom, Wairarapa District Health Board  
Blair Street, Masterton  
Tuesday 30 March 2010 at 9.00am**

Present: Janine Vollebregt (Deputy Chair), Trish Taylor, Pamela Jefferies, Vivien Napier, Mavis Mullins and Perry Cameron.

In attendance: Tracey Adamson (Chief Executive), Eric Sinclair (General Manager Finance and Information), Stephanie Turner (Director Maori Health), Simon Everitt (General Manager Strategic Development and Population Health), Tracy O'Neale (Board Secretary).

**1. Apologies**

Apologies were received from Bob Francis (Chairman), Fiona Samuel, Liz Falkner, Liz Mellish, Helen Kjestrup, Alan Shirley (Chief Medical Officer) and Kieran McCann (General Manager Clinical Services).

**2. Conflicts of Interest**

There were no conflicts of interest noted in relation to the agenda. Pamela Jefferies is no longer a Trustee of the Aratoi Foundation and Perry Cameron is no longer the Chair of the Wairarapa Families Anglican Trust.

**3. Minutes from the last meeting of the Board**

**Resolved:**

THAT THE MINUTES FROM THE LAST BOARD MEETING HELD 23 FEBRUARY 2010 BE CONFIRMED AS A TRUE AND ACCURATE RECORD.

**Matters arising from the Minutes**

- The presentation received by the Community and Public Health Advisory Committee (CPHAC) on 23 March 2010 will be presented to the Board at its April meeting.
- The IDF payment has been reflected in the DAP as being received in June 2010 to meet the deficit issues.

**4. Matters Arising**

- No further information has been received from Masterton District Council regarding the Blair Street/Te Ore Ore Road road alignment.
- Performance Management Framework – Eric Sinclair and John Kirkup visited Nelson/Marlborough DHB to discuss their Balanced Scorecard (BSC) and Strategy Map. It is intended to have a BSC for the Board by July 2010.
- An update will be provided on the Masterton East Project after 30 March 2010. The findings of the community consultation were presented to Te Iwi Kainga. A robust process was followed resulting in clear findings and suggestions of what is required in the community in relation to health. The Board requested a presentation in May 2010 on the findings of the research and information on how the Board can support the project.

**Resolved:**

THAT THE BOARD RECEIVES THE MATTERS ARISING SCHEDULE NUMBERED D1165.

**5. Chairman's Report**

The Chairman provided a written report to the Board.

- The Board would be interested to hear some of the feedback from the Men's Mental Health Symposium.

**Resolved:**

THAT THE BOARD RECEIVES THE CHAIRMAN'S REPORT NUMBERED D1166.

**6. Chief Executive's Report**

The CEO, Tracey Adamson, spoke to her report highlighting key points.

- Activity was quieter in February. This may be partly due to a delay in receiving coding data during the month. The DHB continues to investigate the reduction in acute cases. Primary care is having an impact on admissions to the Emergency Department.
- Management is confident the elective ESPI compliance issues have been mitigated.
- The financial result for February was pleasing. The DHB is on track to meet its target for the end of the year.
- A Senior Leadership Team (SLT) workshop was held in February to discuss the financials, recovery plan, budget, commitments, and plan for the first performance watch meeting with the Ministry of Health (MOH) scheduled for 31 March 2010.
- Good feedback has been received on the Tihei Wairarapa Business case following a panel discussion with members of the steering group and the MOH. The MOH have indicated in writing that there is no money for the implementation of the business case. Discussions will need to be held regarding the Minister's expectations of implementation over the next three years.
- The third tier structure review is out for consultation. Anecdotal feedback indicates that it has been well received. The unions have been involved in the process. Board members would like to receive copies of the proposals.
- The Board would like to acknowledge the orthopaedic surgeons involved in developing a plan to ensure the DHB's ESPI compliance requirements are met and overall elective services targets are achieved.
- The Board would also like to acknowledge the Emergency Department for the work they have done to significantly improve the ED targets.
- Pamela Jefferies circulated a news article regarding the MOH restructure for the Board's information.
- It is proposed that Disability Support Advisory Committee (DSAC) take a portfolio of interest over Mental Health and Aged Residential Care for monitoring purposes. The Board had some reservations that CPHAC will no longer have a role in Mental Health. The CEO will provide a more formal proposal to the April Board meeting with suggested changes to the DSAC terms of reference.

- Regarding the Clinical Board falls prevention initiative to support the introduction of Vitamin D to elderly patients, the Board asked whether Vitamin D was supplied in Aged Residential Care facilities. Simon Everitt will report back to the Board.
- Kia Ora Hauora is a national and regional Maori health careers program that will provide funding and resources throughout the country to target 1000 new Maori into the workforce by 2012. The program targets children aged seven through to secondary school and second chance learners. The DHB will need to consider how it introduces the programme locally.
- Viv Napier advised there is a lot of unmet talent in younger children who do not have the encouragement to achieve. Australia has a first child to university programme, could New Zealand do something similar. Development of the young has been identified as a role that Iwi plays and needs to be a component of the Maori Health Plan going forward.
- The Board asked that the DHB take the opportunity to make reference to the number of Wairarapa patients who use the train to Wellington in response to the proposed Regional Land Transport Strategy 2010-2014 which is out for consultation.
- Sally Webb, the consultant conducting the review of Hutt Valley, Capital and Coast and Wairarapa DHBs Planning and Funding units, has visited both Wairarapa and Hutt Valley DHBs, she will visit Capital and Coast DHB next week. No formal report has been received.

### **Strategic Issues**

- The Board would like Health Management Systems Collaborative renamed as Information Technology on the Strategic Issues schedule and for it to remain as a strategic issue for the Board.
- Initial conversations have been held with Hutt Valley DHB regarding IDFs for low income patients requiring oral health services. The DHBs are now discussing how all dental patients are managed across the whole region. Clinical directors of the service and planners will discuss better arrangements.
- Kieran McCann, General Manager Clinical Services, is currently looking at patients on waitlist at Hutt Valley and Capital and Coast to identify those who can be treated here. Orthopaedics and primary care referrals are being discussed.
- Feedback on whether the National Terms of Settlement have been ratified will be received by 31 March 2010.

### **Resolved:**

THAT THE BOARD RECEIVES THE CHIEF EXECUTIVE'S REPORT NUMBERED D1167.

### **7. Report back from Advisory Committee Meetings**

The previous month's minutes from Advisory Committee meetings will be included in future Board agendas along with matters arising for resolution and noting by the Board. The Chair of the Advisory Committee, CEO and sponsor will meet after each meeting to discuss items to be put to the Board.

The minutes from the February and March Advisory Committee meetings will come to the April Board meeting.

### **Disability Support Advisory Committee (DSAC) – 9 March 2010**

- DSAC received the mental health and frail elderly sections of Te Tihei Wairarapa Business case and the Aged Residential Care Monitoring Framework which ensures patients are appropriately cared for in aged residential care facilities.

#### **Community and Public Health Advisory Committee (CPHAC) – 23 March 2010**

- CPHAC received the 2009 Diabetes Report from the Locality Diabetes Team including the results of the Get Checked programme for 2009.
- The Mental Health efficiency review presentation will go to the April Board meeting.

#### **Hospital Advisory Committee (HAC) – 23 March 2010**

- The Committee engaged in a workforce discussion.
- The Committee had concerns regarding the reduction in acute cases for February and questioned whether the reduction was due to coding or was a trend. This will be researched and may prove or disprove whether primary care is having an impact on acute admissions.

### **8. Financial Report**

Eric Sinclair, General Manager Finance and Information, spoke to the Financial Report for the period ended 28 February 2010.

- The result for February is a net surplus of \$404k, YTD result is (\$2,698k), IDFs played a large part in the result as did some one off costs.
- February saw a change in how the NZNO MECA is interpreted around service leave which had a one off impact of \$99k.
- Discussions continue with the CHFA regarding the DHBs liquidity position. They will recommend to their Board in April to reserve their right to the continuation of the debt facility.

#### **Resolved:**

THAT THE BOARD RECEIVES THE FINANCIAL REPORT FOR THE PERIOD ENDED 28 FEBRUARY 2010.

### **9. Nomination from Te Iwi Kainga to the Community and Public Health Advisory Committee**

- Te Oranga O Te Iwi Kainga has identified Taiawhio Gemmell as their nominated representative for CPHAC and seeks ratification from the Board of this nomination.
- Following due process the Board recommended Taiawhio Gemmell be appointed from 20 April 2010, the date of the next CPHAC meeting, to December 2010, subject to the receipt of his declaration of interest for consideration by the Chair. Once the declaration of interests is received a letter of appointment will be written.
- The new Board may choose to reappoint Mr Gemmell in December 2010 after the District Health Board elections.

#### **Resolved:**

THAT THE BOARD RATIFIES THE NOMINATION FROM TE IWIKAIINGA THAT TAIAWHIO GEMMELL BECOMES A MEMBER OF THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE FOR THE TERM 20 APRIL TO 12 DECEMBER 2010 SUBJECT TO THE CHAIR RECEIVING A DECLARATION OF HIS INTERESTS FOR CONSIDERATION.

**Move into Confidential Business at 11.00am**

**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.

Perry Cameron left the meeting at 12.30pm.

**Move into Open Business at 1.00pm.**

Gary Ireland, Manager IT, joined the meeting at 1.00pm.

**16. Visit by Graeme Osborne, Chairman National Health IT Board**

Graeme Osborne, Chairman National Health IT Board joined the meeting and was welcomed by the Board.

Mr Osborne explained his background and outlined the vision of the Health IT Board. He asked the Board to advise him of the IT issues Wairarapa DHB faced.

A copy of the informal notes of the discussion are available to Board members on request.

Perry Cameron rejoined the meeting at 1.30pm.

The Board thanked Mr Osborne for his time.

**Move into Confidential Business at 2.05pm**

**Resolved:**

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

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**Move into Open Business at 2.45pm.**

**10. Feedback on Draft Monitoring and Reporting Requirements Distributed by the Minister of Health around Clinical Leadership**

The Board received a report on feedback from the Clinical Board on the draft monitoring and reporting requirements distributed by the Minister of Health around clinical leadership ("In Good Hands").

**Resolved:**

THAT THE BOARD NOTES THE FEEDBACK ON THE DRAFT MONITORING AND REPORTING REQUIREMENTS DISTRIBUTED BY THE MINISTER OF HEALTH AROUND CLINICAL LEADERSHIP.

**11. The Ruamahanga River Update**

The Board received an update on the Ruamahunga River for information.

The Board discussed the need to focus on food sources and water as well as governance and health.

Simon Everitt, General Manager Strategic Development and Population Health, will take the lead on this issue.

**Resolved:**

THAT THE BOARD:

1. NOTES THE INFORMATION PROVIDED ON ACTIVITY RELATING TO WAIRARAPA WATERWAYS
2. AGREES TO THE REGIONAL PUBLIC HEALTH UNIT PROVIDING INTERSECTORAL LEADERSHIP RELATING TO THE HEALTH STATUS OF WAIRARAPA RIVERS BY:
  - a. REVIEWING THE NATURAL RESOURCE PLANS FOR THE REGION
  - b. WRITING SUBMISSIONS TO THE FRESHWATER PLAN
  - c. ADVOCATING FOR THE INCLUSION OF CULTURAL MONITORING WITHIN THESE PLANS.

Mavis Mullins left the meeting at 2.55pm.

**12. Hospital Benchmark Information (HBI)**

**Resolved:**

THAT THE BOARD:

1. **RECEIVES** THE HOSPITAL BENCHMARKING INFORMATION REPORT FOR THE QUARTER JULY TO SEPTEMBER 2009
2. **NOTES** THAT DUE TO THE CHANGING ENVIRONMENT IN WHICH THE HBI OPERATES AND DUE TO DEVELOPMENTS SUCH AS THE REFOCUSING OF THE DHB NON-FINANCIAL MONITORING FRAMEWORK TOWARDS EFFICIENCY AND HOSPITAL MEASURES, THE REPORT FOR THE APRIL TO JUNE 2010 QUARTER WILL BE THE FINAL HOSPITAL BENCHMARKING REPORT PRODUCED.

**13. 21 DHBs Update for Boards and CEOs – February 2010**

**Resolved:**

THAT THE BOARD RECEIVES THE 21 DHBS UPDATE FOR BOARDS AND CEOS – FEBRUARY 2010.

**14. Regional Clinical Services – Update for Central Region DHB CEOs and Boards March 2010**

**Resolved:**

THAT THE BOARD RECEIVES THE REGIONAL CLINICAL SERVICES – UPDATE FOR CENTRAL REGION DHB CEOS AND BOARDS MARCH 2010.

**15. Update on Health Management Systems Collaborate (HMSC)**

**Resolved:**

THAT THE BOARD RECEIVES THE UPDATE ON HEALTH MANAGEMENT SYSTEMS COLLABORATE (HMSC).

Open meeting closed: 3.05pm

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Janine Vollebregt – Deputy Chair

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Date