

**Minutes of the Board Meeting of the Wairarapa District Health Board
Held in the Boardroom, Wairarapa District Health Board
Blair Street, Masterton
Tuesday 27 April 2010 at 9.00am**

Present: Bob Francis, Janine Vollebregt (lateness), Trish Taylor, Pamela Jefferies, Vivien Napier, Liz Mellish, Helen Kjestrup, Fiona Samuel, Mavis Mullins, Liz Falkner (lateness) 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), Alan Shirley (Chief Medical Officer) and Kieran McCann (General Manager Clinical Services) and Tracy O'Neale (Board Secretary).

Jamie Morton, Wairarapa Times Age attended the meeting.

1. Apologies

Apologies for lateness were received from Liz Falkner and Janine Vollebregt.

2. Conflicts of Interest

There were no conflicts of interest noted in relation to the agenda.

Pamela Jefferies advised that she has been appointed to the Board of UCOL, commencing 1 May 2010. Ms Jefferies will not be available, after her current term, as a Wairarapa District Health Board Board member.

3. Minutes from the last meeting of the Board

Resolved:

THAT THE MINUTES FROM THE LAST BOARD MEETING HELD 30 MARCH 2010 BE CONFIRMED AS A TRUE AND ACCURATE RECORD WITH MINOR AMENDMENT.

4. Matters Arising

Management have received no further update on the Te Ore Ore Road/Blair Street road alignment. Discussions have been held between the Chair and Masterton District Council (MDC) and MDC have advised there are infrastructure, telecom and power costs associated with the alignment.

The researchers for the Masterton East Project have presented to the stakeholder group, the group will now decide what priorities will be focused on.

CEOs and General Managers of Hutt Valley, Capital and Coast and Wairarapa DHBs will meet with Sally Webb, the consultant undertaking the review of Planning and Funding departments, on 28 April 2010. A draft report will be available at the May Board meeting. The Board noted Sally Webb will hold a conference call with Te Iwi Kainga for their input into the review.

Clinical and Planning and Funding staff at Hutt Valley and Wairarapa DHBs are discussing how dental patients can be managed across the region. A proposal will be prepared.

Resolved:

THAT THE BOARD RECEIVES THE MATTERS ARISING SCHEDULE NUMBERED D1185.

5. Chief Executive's Report

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

- April saw a continued increase in elective activity due to the appointment of the third orthopaedic surgeon.
- March had an unusually high use of inpatient mental health beds. A case management watching brief is being kept on the patients.
- Perry Cameron will feedback to the Board on the Rotary conference attended by Barry Taylor, Suicide Prevention Coordinator.

Janine Vollebregt joined the meeting at 9.10am

- The March 2010 results were disappointing. There is a continuing trend with IDFs and pharmaceuticals and an emerging trend in nursing personnel. Management are working with the Clinical Nurse Managers to understand what is driving the increases.
- Tihei Wairarapa has formally progressed to the next phase of planning. The Board will be kept up to date with progress on the implementation plan.
- All providers will have the ability to send eReferrals by the end of April. The Board acknowledged the work done by all involved.
- The third tier structure was announced to all staff and unions on 21 April 2010.
- A new telecommunications contract has been signed with Vodaphone, there will be savings in the core costs and in a review of cellphone users. The Board expressed concerned regarding coverage in South Wairarapa. Management advised coverage testing has been undertaken.
- The pilot for free GP visits for high need pregnant women will commence mid May. Simon Everitt will confirm ethnicity statistics will be captured as part of the service specification.
- A two day Treaty Training programme took place in April. The Maori Health Unit have developed an organisation wide training programme intended as a quarterly follow up for staff who have attended Treaty training.
- Members were disappointed the opening of Whaiora was not mentioned in the Chief Executive's report. The opening took place on 10 April 2010 and was attended by the Chair, members of the Board and DHB management.
- Further guidelines regarding the District Strategic Plan are expected from the MOH in October 2010.

Resolved:

THAT THE BOARD RECEIVES THE CHIEF EXECUTIVE'S REPORT NUMBERED D1186.

6. Report back from Advisory Committee Meetings

Disability Support Advisory Committee

- The Committee would like to gain an understanding of the under 65 services being devolved to the DHB and have requested information for their next meeting in August 2010.

Resolved:

THAT THE BOARD NOTES THE DISABILITY SUPPORT ADVISORY COMMITTEE MINUTES FROM THE MEETING HELD ON 9 MARCH 2010.

Community and Public Health Advisory Committee

- A high level investigation into IDF growth activity, including case mix, type and cost, over the last five years will be undertaken and reported back to the Committee.
- The Committee discussed the 2009 Diabetes Report. The Committee would like to see more focus on understanding the future needs of the community, including investigating paediatric activity and involving the PHO in data collection.
- The Committee received an update on key issues including the development of the Maori Health Plan at its meeting on 20 April 2010.

Liz Falkner joined the meeting at 10.40am.

- The CEO confirmed that the MOH announcement regarding Whanau Ora will not defer the development of the Maori Health Plan.
- The DHB has received advice that the B4 School checks will continue.

Resolved:

THAT THE BOARD:

1. NOTES THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE MINUTES FROM THE MEETINGS HELD ON 16 FEBRUARY AND 23 MARCH 2010.
2. RECEIVES THE COMMITTEE CHAIR'S VERBAL REPORT FROM THE MEETING HELD ON 20 APRIL 2010.

Hospital Advisory Committee

- Pamela Jefferies, Committee Chair, explained there are three main themes of ongoing interest for the Committee.
- Maternity – The Committee received a follow up report on the Caesarean Section Audit. The accuracy of antenatal training will be reviewed and there is a watching brief on midwifery.
- Quality – As with most hospitals, the keys areas of quality focus are falls, infections and the complaints process. A quality leaders programme has been implemented with a focus on audits and clinical quality. 12 days per fortnight will be dedicated to quality by the quality leaders.
- Efficiency – The Committee now receive financial reports in the same format as the SLT so that the work is not duplicated.

Resolved:

THAT THE BOARD:

1. NOTES THE HOSPITAL ADVISORY COMMITTEE MINUTES FROM THE MEETINGS HELD ON 16 FEBRUARY AND 23 MARCH
2. RECEIVES THE COMMITTEE CHAIR'S VERBAL REPORT ON THE 16 FEBRUARY, 23 MARCH AND 20 APRIL 2010 MEETINGS.
3. NOTES A REPORT ON MATTERS FOR RESOLUTION AND NOTING BY THE BOARD WILL BE RECEIVED FROM EACH COMMITTEE AT FUTURE BOARD MEETINGS.

Te Iwi Kainga

- A verbal report from Te Iwi Kainga meetings will be received at future Board meetings.

7. Financial Report

Eric Sinclair, General Manager Financial and Information, spoke to the Financial Report for the period ended 31 March 2010.

- The March result was disappointing. IDFs and community pharmaceutical had an impact.
- The Board were provided a comparison of expenditure by output class over the last four years. The Board noted Provider arm and Governance expenditure has remained relatively flat over the four year period but Funder has increased since 2006.
- Wairarapa DHB has the lowest cost per caseweight in the country. The challenge is to maintain that cost and to ensure the DHB is funding or providing efficient services.

Resolved:

THAT THE BOARD RECEIVES THE FINANCIAL REPORT FOR THE PERIOD ENDED 31 MARCH 2010.

8. Disability Support Advisory Committee (DSAC) Terms of Reference

- At the March 2010 DSAC meeting the Committee discussed a suggestion that DSAC hold a portfolio of interest over Mental Health and Aged Residential Care (ARC). The terms of reference (TOR) have been amended to reflect this suggestion.
- Members of the Board were reluctant to agree to the amendment as they saw mental health as a community and public health priority. The Board were also concerned that due to the high profile of ARC, the frequency of the DSAC meetings (quarterly) may cause issues.
- After discussion it was agreed that CPHAC will continue to oversee the planning and funding of services for Mental Health.
- Urgent issues relating to ARC outside of the DSAC meeting timetable will be referred immediately to the Board.
- It was also suggested at the March 2010 DSAC meeting that Te Iwi Kainga be approached to nominate a Mental Health representative for appointment to the DSAC Committee. This will be discussed with Te Iwi Kainga.

Resolved:

THAT THE BOARD:

1. APPROVES THE REVISED DISABILITY SUPPORT ADVISORY COMMITTEE TERMS OF REFERENCE TO INCLUDE MENTAL HEALTH AND AGED RESIDENTIAL CARE.

9. Ministry of Health Transition Project Update

The Board noted the update on the transition project prepared for the Ministry of Health: Implementation 2010.

Stephen McKernan, Director General, Ministry of Health, finishes his tenure at the end of July 2010.

Resolved:

THAT THE BOARD NOTES THE MINISTRY OF HEALTH'S TRANSITION PROJECT UPDATE.

10. Men's Mental Health Promotion Symposium

The Board noted the feedback from the Men's Mental Health Symposium.

On going funding for the position of Suicide Prevention Co-ordinator has been confirmed by the MOH.

Some of the findings and outcomes from the Symposium will form part of the future development of the Wairarapa Suicide Prevention Programme.

Resolved:

THAT THE BOARD NOTES THE REPORT ON THE MEN'S MENTAL HEALTH PROMOTION SYMPOSIUM.

11. Correspondence

The Board noted the following items of correspondence:

- Letter from Rob Irwin and response from Bob Francis regarding the investigation of joining the Planning and Funding units of Hutt Valley, Capital and Coast and Wairarapa DHBs.
- The Board discussed the letter and response. Regional collaboration in the area of clinical leadership is a strategic focus for Wairarapa DHB. The Board has no objection to corporate collaboration but requested they are kept up to date with the discussions taking place and proposals come to the Board at an early stage.
- The Board noted Feedback on Indicators of DHB Performance: Ministry Assessment of Wairarapa DHB's Quarter Two 2009/10 Performance.

12. Presentation from Sally Milne, Rural Medical Immersion Student

The presentation from Sally Milne will take place at a late date.

Jamie Morton left the meeting.

Move into Confidential Business

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.

Open meeting closed: 10.30am

Bob Francis, Chairman

Date