

Counties Manukau District Health Board

Minutes of the meeting of the members of the Counties Manukau District Health Board held on Wednesday, 7 April 2010 at 1.00pm at CMDHB offices, 19 Lambie Drive, Manukau City

- Present: Professor Gregor Coster (Chair), Mr Paul Cressey, Mr Michael Williams, Ms Miria Andrews, Ms Ruth DeSouza, Ms Lope Ginnen, Mr Bob Wichman, Mr Don Barker, Ms Colleen Brown, Mr Arthur Anae, Ms Anne Candy
- In attendance: Mr Geraint Martin, Mr Ron Pearson, Dr Don Mackie, Ms Sam Cliffe, Ms Pauline Hanna, Mrs Lyn Butler (Board Secretary)
- Apologies: Mr Anae (leave at 4.30pm), Ms Andrews (leave at 2.50pm), Mr Williams (leave at 4.30pm)
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Ms Andrews opened the meeting with karakia. The Chair expressed the Board's condolences to Ms Andrews on the recent loss of her Uncle.

1. Attendance and Apologies

There were no apologies.

2. Confirmation of Minutes 3 March 2010

The Minutes of the Board Meeting held on Wednesday, 3 March 2010 were taken as read and confirmed as a true and correct record.

Moved: Lope Ginnen **Seconded:** Colleen Brown **Carried:** Unanimously

3. Matters Arising/Action Points

4. Procedural issues

Committee Membership

Further to the discussion at the last meeting, the Chair requested the Committee Chairs of CPHAC, HAC and PHAC make recommendations to the Board regarding the memberships due to expire on their respective Committees.

Register of Interests

The Register was noted.

Disclosure of Special Interests

Ms Ginnen noted a new special interest.

Gift Register

The Register was noted.

Meeting Attendance Schedule

The Schedule was noted.

Mr Stephen McKernan, Director General, Ministry of Health joined the meeting.

5. **Quality Improvement Unit Report (Allan Cumming)**

Mr Cumming presented a patient story video on bereavement services at CMDHB and the work being carried out as a result of patient feedback. CLAB statistics are doing well, currently sitting at over 100 days. Falls continue to be reviewed, with new flooring materials currently under consideration. Hourly nursing rounds have had a significant impact on reducing the number of falls. The 6 Hour target is sitting at 95.5%. Savings from the Thriving in Difficult Times work is well on track and is expected to deliver more savings than expected, and has achieved \$1.8M over eight months. Work is continuing around Radiotherapy to reach a target of four weeks waiting time by the end of the year. This is a complex regional issue that is critical for the three DHBs to address as soon as possible. A further update is to be provided at the next Board Meeting.

Resolution

That the Quality Improvement Unit report be received.

Moved: Ruth DeSouza

Seconded: Lope Ginnen

Carried: Unanimously

b. Developing Leaders (Anne Marinelli-Poole & Esther Blomfield)

Mr Martin introduced this presentation by summarising CMDHB's investment in leadership and development of people, with a four level programme tailored to identify leaders of the future.

Ms Marinelli-Poole advised that CMDHB has programmes targeted at both management and leadership development to ensure maximum benefit, which commenced in 2008. The Foundations of Management Programme has been very successful and has been designed with the support of NZIM. The Managerial Excellence Programme is for existing Managers to further develop their skills, and is an undergrad based qualification. 100 people have gone through the Leading Excellence in Healthcare, and have been very pleased with the results. Candidates for the Leadership Plus Programme, which is an executive coaching programme, are selected by Mr Martin, and again, the feedback has been very positive. There is also an Aspiring Leaders programme available. Discussions have been held with Canterbury DHB regarding their leadership framework, as there is good potential for learnings from each other. On the 17 November, all participants will be invited to celebrate their achievements, to which the Board will be invited.

Ms Marinelli-Poole invited Ms Blomfield to share her experience on what she has learnt on the Programme. Ms Blomfield said she valued the importance of ensuring community engagement and including people at the coalface in our planning. Working on 90 day action plans now, rather than relying on DAP, to which everyone contributes. Technology is being utilised to bring managers together by way of virtual project teams, and engagement of clinicians is also a priority.

Mr Te Paa also shared his own experience on the Leadership Plus and Leading Excellence Programmes, which sees close working with the University of Auckland Accelerator Programme, as individuals, pairs and groups, to identify what is affecting the organisation as a whole and what roles and responsibilities can be taken. In regards to the Aspiring Leadership Programme, there has been difficulty in identifying the right people to participate, particularly Maori and Pacific people.

The Chair congratulated Mr Martin and Ms Marinelli-Poole for implementing such great programmes into CMDHB.

7. **Chair's Report**

The Chair highlighted his attendance at the following:

- 5 March - Meeting with Mr Lester Levy, Chair WDHB
- 8 March - DHBNZ Chairs Meeting, Wellington
- 10 March - National Productivity Meeting, Wellington
- 10-11 March - Health Workforce New Zealand Meeting, Wellington
- 22 March - Videoconference with Minister, three Metro DHB Chairs re: GAIHN, Maori Health Coalition, Alliance Health+

- 24 March - Meeting with DHB Primary Care Managers (re above)
- 24 March - Teleconference re: presentation with Treasury officials
- 24 March - SAHF celebration – Kidz First 10th Anniversary
- 25 March - Chairs & CEOs re: Primary Care Planning – Metro DHBs
- 25 March - Andrew Boyd and Graham Naylor, Deloitte re: Shared Services
- 26 March - GAIHN Governance – Cindy Farquhar, Ron Hooton
- 29 March - SSEB teleconference, DHB NZ
- 30 March - Jonathon Simon, re: Primary Care
- 1 April - Metro DHB Chairs Meeting – Primary Care focus
- 1 April - Metro DHB Chairs and CEOs teleconference re: progressing the Northern Regional Network

Resolution

That the Chair’s report be received.

Moved: Gregor Coster **Seconded:** Paul Cressey **Carried:** Unanimously

CMDHB Annual Board Agenda

The Annual Board Agenda was noted.

Chair’s Correspondence

- a. Shared Services Establishment Board Update

The Chair advised that management would monitor progress and report back to the Board as required.

- b. ADHB Board & Statutory Committee Agendas

The Board Secretary has recommended that CMDHB place all public papers on their website each month to alleviate the high volume of copying/ mailing carried out by the Board Secretary and Committee Secretaries each month. This is in line with the process now undertaken by many other DHBs.

Resolution

That the Board approve that all public papers for the Board and its Statutory Committees be placed on our website each month, rather than be copied and mailed out.

Moved: Lope Ginnen **Seconded:** Colleen Brown **Carried:** Unanimously

Resolution

That the incoming correspondence be received.

Moved: Gregor Coster **Seconded:** Paul Cressey **Carried:** Unanimously

8. Chief Executive

Chief Executive’s Report

Mr Martin and the Chair are leading work for the Minister on the Primary Care DAP for the metro Auckland DHBs, with a focus on clear responsibilities and strategy, which needs to be in place for the 1 July. Work is currently underway with PHOs, DHBs and the Minister’s Office.

The Chair sought availability of two Board members to participate in a teleconference on Sunday, 18 April at 8pm, and recommended they be Mr Cressey and Ms Candy, as Chairs of HAC and CPHAC. Mr Pearson is also to attend on behalf of Mr Martin, who will be overseas, along with Ms Cliffe.

Resolution

That Prof Coster, Ms Candy and Mr Cressey represent the Board at the GAIHN Teleconference to be held on Sunday, 18 April at 8pm.

Moved: Gregor Coster **Seconded:** Don Barker **Carried:** Unanimously

a. **Treaty of Waitangi Training (Bernard Te Paa)**

Mr Te Paa was requested to arrange Treaty of Waitangi Training for Board members and has identified three possible options, which he summarised to the Board. He recommended that a joint facilitation take place with John Whaanga and Christine Hertzog, at a cost of less than \$2,000 each. Ms Butler to establish two suitable dates from Board members.

Resolution

That the Board engage the services of joint facilitators, John Whaanga and Christine Hertzog to undertake the Treaty of Waitangi Training.

Moved: Anne Candy **Seconded:** Paul Cressey **Carried:** Unanimously

Resolution

That the Chief Executive's report be received

Moved: **Seconded:** **Carried:** Unanimously

Chief Medical Officer's Report

Report was taken as read.

Resolution

That the Chief Medical Officer's report be received

Moved: Gregor Coster **Seconded:** Lope Ginnen **Carried:** Unanimously

Chief Operating Officer's Report

Report was taken as read.

Resolution

That the Chief Operating Officer's report be received.

Moved: Paul Cressey **Seconded:** Lope Ginnen **Carried:** Unanimously

Director Service Integration's Report

Report was taken as read.

Resolution

That the Director of Service Integration's Report be received.

Moved: Lope Ginnen **Seconded:** Paul Cressey **Carried:** Unanimously

Director Performance & Planning's Report

Report was taken as read.

Strategic Plan

Resolution

That the Board approve the CMDHB Strategic Plan 2006-11 Review.

Moved: Paul Cressey **Seconded:** Don Barker **Carried:** Unanimously

Boundaries

The Local Government Commission has announced changes, which affect 14,500 people in decile 10. CMDHB need to consider whether they will be changing their DHB boundaries. CMDHB largely funds Otahuhu now through ISFs. Ms Hanna to draft letters for the Chair to send to the Chairs of Auckland and Waikato DHBs.

Resolution

That the Chair write to Auckland and Waikato DHBs with respect to the prospective changes.

Moved: Gregor Coster **Seconded:** Anne Candy **Carried:** Unanimously

Dashboard

Noted. A separate section on productivity measures will be provided at the next meeting.

A presentation on inequalities is to be given at the next meeting.

Resolution

That the Director of Performance & Planning's report be received.

Moved: Lope Ginnen

Seconded: Paul Cressey

Carried: Unanimously

Finance Director's Report

Mr Pearson reported a good result, with a better to budget position in the Funder Arm. Year to date is very good, with good cashflow. FTE's within Minister's Cap, but the vacancy buffer is starting to decline. Good Provider Arm performance. Mental health underspend. There are year end risks around Winter, Electives, H1N1, HoP and Pharms.

Resolution

That the Finance Director's report be received.

Moved: Gregor Coster

Seconded: Paul Cressey

Carried: Unanimously

9. Community and Public Health Advisory Committee

Ms Candy provided a written report, and advised on two recommendations to the Board:

Resolution 1: That CPHAC recommend to the Board that Dr Gary Jackson be reappointed for a further three year term commencing on 01 April 2010

Moved: Ms Anne Candy/Prof Gregor Coster Carried: Unanimously

Resolution 2: That CPHAC recommend to the Board that Mr Jonathan Frith be reappointed for a further three year term commencing on 01 April 2010, subject to confirmation of the nominating body (CM-MHAN) agreeing to the extension

Moved: Ms Anne Candy/Prof Gregor Coster Carried: Unanimously

10. Hospital Advisory Committee

No update since the HAC March Meeting.

11. Pacific Health Advisory Committee

Ms Ginnen raised the discussion around Pacificare, on behalf of Mr Anae. This was also discussed at CPHAC, where it was made clear that the Board stands by the fact that the DHB followed legal process around this matter. Ms Ginnen is to report back to PHAC.

12. POU

Ms Candy provided a written report on the March Meeting chaired by Ms Ruth DeSouza.

13. DiSAC

Ms Brown provided a written report, as well as a verbal update on items discussed at the March Meeting, including breast screening for women who want to continue screening after 69 years old, but can't afford to pay. Ms Brown would like a cost analysis to extend this to 75 years. Management to report back to DiSAC. It should be noted that the parameters for the national breast screening programme are set by the Minister of Health.

The DiSAC Meeting on the 10 May is going to be held on a local marae.

Resolution

That the above reports be received.

Moved: Gregor Coster

Seconded: Paul Cressey

Carried: Unanimously

16. Achievement Register

The Achievement Register was noted.

17. Information

18. General Business

a. Meeting with Tainui

The Chair advised that Mr Martin, Ms Candy, Ms Andrews, Mr Cressey and himself are meeting with Tainui, at their request, on the 9 April to progress discussions.

b. POU

Ms Candy advised that two members of POU were meeting with Te Ora Manukau regarding the health equity position.

c. Leave of Absence

The Chair requested formal leave of absence for the May and June Board Meetings, as he will be overseas. Mr Cressey will be Acting Chair.

Ms Andrews left at 2.50pm, Ms DeSouza and Mr Wichman left at 5.15pm and Mr Anae & Mr Williams left at 4.30pm

The meeting closed at 6.25pm. The next meeting of the Board will be Wednesday, 5 May 2010 at Lambie Drive.

The minutes of the meeting of the Counties Manukau District Health Board of 7 April 2010 are approved.

Signed as a true and correct record on 5 May 2010.

Chair Gregor Coster (Chair)

Recommendation (moved **Lope Ginnen**/seconded **Ruth DeSouza**)