

# Counties Manukau District Health Board

## Minutes

of the meeting of the members of the Counties Manukau District Health Board held on Wednesday, 1<sup>st</sup> February 2006 at 1pm at the CMDHB Board Room, 19 Lambie Drive, Manukau City

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Present: Mr Pat Snedden (Chair), Anae Arthur Anae, Ms Miria Andrews, Mr Don Barker, Mr David Collings, Mr Paul Cressey, Mr Bill Mudgway, Ms Airini Tukerangi, Mr Bob Wichman, Mrs Jillian Dooley, Mr Ross Keenan

In attendance: Mr Stephen McKernan, Mr Chris Mules, Mr Ron Pearson, Mrs Anna-Maree Harris

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### 1. Welcome and apologies

The Chair welcomed members of the Board and representatives from the media and public to the meeting which opened at 1.00pm.

### 4. Presentations

#### Disability Action Plan – Stella Ward

Ms Stella Ward, Project Manager Disability Action Plan project presented an overview of the framework under which CMDHB will implement the New Zealand Disability Strategy. The Disability Services Advisory Committee (DiSAC) has taken a leadership role for the implementation with a workplan which includes:

- § development and implementation of a disability action plan;
- § consultation and collaboration with key stakeholders; and
- § participation in regional planning for disabled people.

One in 5 New Zealanders were recorded in the last census as having a disability and many face barriers including physical (access to facilities) and attitudinal/poor awareness of issues. The Plan addresses these issues from planning and funding, provider and employer perspectives. From the planning and funding perspective the DHB will continue to support PHO capabilities to deliver services to disabled people and develop opportunities for disabled people to be included in policy, planning and review. As a provider we will demonstrate inclusive policies and practices, collect and disseminate accurate information on disability, commission access audits and improve staff disability awareness. As an employer the DHB will provide training and support to HR staff and service managers to assist with recruitment and retention of people with disabilities and ensure that all work areas are accessible to these staff.

Extensive community and internal consultation has been undertaken and feedback will be ongoing as implementation of the Plan occurs and as progress is tracked. The Manukau City Council Disability Steering Group will be a reference group for this Action Plan and their regular feedback will be sought. In addition, DiSAC will continue to monitor progress.

#### Resolution

The Board **approved** the Disability Action Plan; and

**Noted** the discussion regarding options for leadership of implementation of the Action Plan, and delegates responsibility to DiSAC to make the determination for implementing the Action Plan.

**Moved** Bill Mudgway, **Seconded** Airini Tukerangi, **Carried** Unanimously

## **MeNZB Project – Ms Nettie Knetsch**

Following the end of the main Meningococcal B campaign, Ms Knetsch provided the Board with a summary of the key aspects of the project.

In total 89% or 143,151 children in Counties Manukau were fully protected by three doses of the vaccine. Only 6 vaccine breakthroughs were experienced and these children were found to have mild illnesses only. Some highlights and unintended benefits from the campaign have been the demonstration of many services working closely together, a return to nursing for many retired nurses, much improved cold chain facilities in primary care and although not clinically confirmed, a decrease in overall hospital admissions for children through their accessing primary care at least three times. The Ministry recently announced a fourth dose to be administered to infants and a small project team will work together with primary care to administer this.

There has not yet been confirmation from the Ministry on how long the vaccinations will continue and whether they will be attached to the immunisation schedule in the future. There may be opportunities to add other checks such as newborn hearing screening to the vaccination visit. CMDHB has been proud of its efforts and we continue to lead the way with coverage for under 5s in particular.

The Board congratulated Ms Knetsch and those involved with the campaign on a very successful outcome.

### **Resolution**

The Board **noted** the update paper; and

**Approved** CMDHB to continue with a small project team to project manage and assist primary care with the implementation of the 4<sup>th</sup> dose to infants.

**Moved** Ross Keenan, **Seconded** Paul Cressey, **Carried** Unanimously

## **2. Ratification of previous minutes (7 December 2005)**

### **Resolution:**

The minutes of the Board meeting held on Wednesday 7 December 2005, having been circulated, were taken as read and confirmed.

**Moved** Bob Wichman **Seconded**, Airini Tukerangi **Carried** Unanimously

## **3. Matters arising**

There were no matters arising from the previous minutes.

## **Tupu Ola Moui Pacific Health and Disability Action Plan for CMDHB**

Following a presentation on Tupu Ola Moui Pacific Health and Disability Action Plan for CMDHB at the Board's planning day in January, Ms Fepulea'i, General Manager Pacific Health sought the Board's formal approval of the Plan. The Chief Executive noted that the plan provides direction as to the spend of programme funding and will be subject to budgetary confirmation in March 2006.

### **Resolution:**

The Board **agreed** Tupu Ola Moui Pacific Health and Disability Action Plan for CMDHB; and **Noted** the resource implications that will be considered as part of the 06/07 and outyear programme prioritisation process.

**Moved**, Paul Cressey **Seconded**, Bob Wichman **Carried** Unanimously

## **5. Procedural issues**

The procedural issues were noted. The Chair reminded Committee Chairs that a number of terms of appointment were due to end over the next few months and that plans should be underway regarding reappointment or replacement of members.

Ms Miria Andrews advised that from January 2006 she has been appointed as Acting Chief Executive of Tainui Mapo.

## 6. Chair's report

The Chair reported on activity from December and January. A key item of note was activity at DHBNZ following streamlining of their organisation where staff now report to the Chief Executive's group who are driving the majority of the national programmes. He also noted that CMDHB has a high level of engagement with PHOs compared to other DHBs and in terms of financial stewardship we are in a good position, predominantly attributable to the previous Board's leadership.

## 7. Chief Executive's Report

The report was noted.

Key issues:

- The financial result shows a continuing trend with a small favourable result at months' end. Pleasingly the growth trend for pharmaceutical expenditure is not continuing at previous rates. The year end result is still on target, and funding is being reserved for spend on elective volumes throughout the remainder of the year. The provider arm was particularly busy in acute medicine and surgery however January was quieter in ED. There is a strong focus on budget setting in the organisation at present.
- Staff have shown strong support of the wellness programme with higher than expected uptake.
- The volunteer service is growing strongly in the organisation with many committed individuals now part of the service.
- Recruitment of theatre nurses is progressing with a number of nurses from overseas due to arrive in the near future.

### Resolution

The Board received the Chief Executive's report

**Moved** Pat Snedden, **Seconded** Bob Wichman

**Carried** Unanimously

### Correspondence

1. Section 88 Maternity Notice Exemption – the Chair asked management to have a plan in place by 2007 to deal with the workforce shortage. Mr McKernan noted that the shortages are due to the unique structure of our workforce, the high number of births per year and the fact that 54% of women giving birth in Counties do not have a Lead Maternity Carer. He noted however that CMDHB has an excellent clinical record in this field.
2. Healthy Housing – the Ministry formalised its ongoing support of this initiative.
3. Implications for DHBs from changes to citizenship rules for babies born in New Zealand – the Ministry has put plans for implementation on hold following the DHB's communication with them.

### Planning and Funding

The report was noted.

Key issues:

- Three PHOs have commenced the PHO Performance Management programme
- A new initiative with PHOs focuses on education for newly diagnosed diabetics where the DHB will fund educational resources and co-ordination of a district wide programme with the PHOs funding the co-ordinating staff
- POAC numbers are well ahead of budget
- The Minister has requested a briefing on *Let's Beat Diabetes* following a food industry approach to him. Paul Stevenson, Brandon Orr-Walker, Sefita Hauoli and Riripeti Haeretuku will meet with him on 2<sup>nd</sup> February
- Mr Mules updated members on the Intensive Home Visiting programme.

A lengthy discussion on after hours access and SIA funding followed with the Chair requesting a resolution by management for the 06/07 financial year.

### **Resolution**

The Board received the report.

**Moved**, Pat Snedden                      **Seconded** Miria Andrews, **Carried Unanimously**

### ***Priority Initiatives***

The second wave of Round 3 initiatives was approved by the Board following management's confirmation that they would fit with the new 3 year programme initiatives. A third wave would be submitted to the Board for approval in March 2006.

### **Resolution**

The Board

1. **Approved** the following Round 3 priority initiatives:

- Sexual health
- Youth health
- Renal project manager
- Workforce development
- Clinical Board initiatives (note \$50k included in first wave for medication safety)
- Diabetes self management.

2. **Noted** the proposed priority initiatives have been reviewed by the Priority Initiative Steering Group prior to recommendation to the Board.

3. **Noted** that EMT have approved these initiatives

4. **Noted** this is the second group of round 3 initiatives. The steering group are still reviewing a final proposal on DNA management which is expected to be presented to the March Board meeting.

**Moved**, Ross Keenan                      **Seconded**, Paul Cressey                      **Carried Unanimously**

### ***Financial performance report***

Key issues:

- Elective volumes in December were almost to budgeted levels
- The funder division provided a good overall result which absorbed the priority initiatives and showed a positive cashflow
- Due to unintentional late payment of the capital charge there has been a financial advantage of 3 months. It should be noted that the charge is 8% but the original budget showed 11%.

**Moved**, Pat Snedden                      **Seconded**, Bob Wichman                      **Carried Unanimously**

### ***Draft 2006/07 District Annual Plan***

The Board:

1. **Noted** the timetable for the 2006/07 District Annual Plan and the requirement to deliver the draft planning documents and supporting financial templates to the Ministry of Health on 10 March

2. **Noted** the draft 2006/07 DAP and Statement of Intent (SoI) are being developed based on the MoH's Planning Guidelines for Developing DHB Planning Documents for 2006/07 and CMDHB's District Strategic Plan.

The Board took a break at 3.00pm for 10 minutes.

Ms Jillian Dooley left the meeting

Moved by Bill Mudgway/Airini Tukerangi that the public and media be excluded from the Chief Executive's Report, Regional update, Medico Legal update and Funding Envelope discussion (OIA s 9(2)(i), Standing orders Schedule 2 cl 2(g)) to enable the carrying out of commercial activities. The motion was carried unanimously

The meeting was reopened to the public at 4.15pm.

**9. Community and Public Health Advisory Committee**

Mr Cressey tabled a summary of the meeting held on 24 January. Items covered were:

- Naming process for Pou
- Auckland Renal project update
- Health Indicators – Elective surgery
- 2006/07 District Annual Plan update
- Tupu Ola Moui Pacific Health and Disability Action Plan
- Personal health care update
- Elective services update

**10. Disability Support Advisory Committee**

The Board noted recent activities of the Disability Support Advisory Committee.

**11. Hospital Advisory Committee**

The Hospital Advisory Committee noted the improvement to elective volumes and strategy agreed at the previous Board meeting.

**17. General Business**

There was no general business.

The meeting closed at 4.30pm

The next meeting of the Board will be Wednesday 1 March 2006 at Lambie Drive.

Signed as a true and correct record on the 1<sup>st</sup> day of March 2006

Chair                      Mr Pat Snedden

The minutes of the meeting of the Counties Manukau District Health Board of 1 February 2006 are approved.

Recommendation (moved A Anae/seconded A Tukerangi)