

# Counties Manukau District Health Board

**Minutes** of the meeting of the members of the Counties Manukau District Health Board held on Wednesday, 5 September 2007 at 1pm at CMDHB offices, Manukau City

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

**In attendance:** Mr Ron Pearson (Acting CEO), Mr Ron Dunham, Mr Chris Mules, Mrs Anna-Maree Harris (Board Secretary)

**Apologies:** Mr Geraint Martin

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## 1. Welcome

Board members thanked Dr Peter Gow for his service as Chair of the Clinical Board at a luncheon prior to the Board meeting.

The Chair welcomed Board members noting that there were no representatives from the public present.

The Chair acknowledged the recent passing of both the parents of Geraint Martin in the UK and also that of Mr Syd Jackson. Board members offered their respects with a minute's silence.

## 2. Ratification of previous minutes 1 August 2007

### Resolution

The minutes of the Board meeting held on Wednesday 1 August 2007, having been circulated, were taken as read and confirmed with an amendment to page 5 where point 1 should read "Mr Pearson noted that \$8.8m surplus *retained* earnings from 2006/07 is available for carry forward as at 30 June 2007..."

Moved Bill Mudgway

Seconded Airini Tukerangi

Carried Unanimously

## 3. Matters arising

An event to mark the work by primary and secondary care in reducing electives is planned for 20 September.

## 5. Procedural issues

The procedural items were noted.

## 4. Chair's Report

Key issues:

§ Quality Improvement Committee (QIC) has confirmed 6 quality improvement initiatives.

§ A national relationship agreement with unions is in progress

§ Procurement processes via DHB NZ are now critical to receiving \$ for \$ subsidy from Crown

§ Aged residential care negotiations have progressed to litigation

§ The Chair spoke to a national select governance training session for DHB and other interested staff

## 5. Presentation – Governance structure review –Janine Pratt

Janine Pratt presented the result of a governance structure review requested by the Chief Executive. The purpose of the review was to develop a performance structure and process which:

- § enables the Board and EMT to monitor the DHB's performance
- § supports clinical quality and system-wide change
- § provides a broad and balanced view of DHB performance
- § promotes accountability and simplifies decision-making
- § considers external factors e.g. mandatory reporting.

Key elements of change include a move to more streamlined reporting, clearer decision making processes, feedback loops built into the reporting process, focus on making a difference and performance reporting. A 'Chiefs' Meeting has been initiated as a performance focussed decision-making forum.

Two balanced scorecards have been introduced:

- Regular *and* performance improvement scorecard reporting
- Includes quality, productivity, financial and community quadrants
- Considers provider and funder roles
- Includes *national health targets* & DHB priorities

In addition, monthly reporting has been reduced to one report for management and governance purposes. It will include trend graphs for key priorities and exceptions and allows for more detailed analysis of performance. Overall the new structure provides clarity for staff about which forum specific decisions are made and allocates specific time to performance improvement.

### Resolution

The Board noted the proposed revised Governance structure.

**Moved** Pat Snedden                      **Seconded** Paul Cressey                      **Carried** Unanimously

## 7. (Acting) Chief Executive's Report

Highlights:

- § There has been a good start to the new financial year overall. A significant shortage in anaesthetic technicians may lead to a reduction in volumes in August. The Chief Operating Officer reported on the significant work being done to resolve this shortage, which is also a national issue.
- § The census update was received, noting that the CMDHB population growth estimate is double that of the earlier data. It was also noted that if the data had been available at the start of the 07/08 year, CMDHB would have received an additional \$9m in annual PBF funding.
- § Dr Gary Jackson's Asian health needs assessment plan was received. The updated report is due to the Board in December. Refugees and asylum seekers are currently receiving very few services whilst many are being located into the CMDHB region.

### Resolution

The Board noted the Acting Chief Executive's report.

**Moved** Pat Snedden                      **Seconded** Don Barker                      **Carried** Unanimously

### Quarter 4 Non Financial Report

The quarter 4 non financial report was noted

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

### Election Update

33 nominations have been received for the upcoming elections.

### Resolution

The Board noted the update on DHB elections.

**Moved** Bill Mudgway                      **Seconded** Jillian Dooley                      **Carried** Unanimously

### ***Report of the Chief Operating Officer***

The report was presented in the new format.

- Anaesthetic technician shortage is expected to affect electives in the coming months. The COO is working with anaesthetists on different approaches to compensate for this issue as well as actively seeking replacement staff.

### **Correspondence**

#### **Waitemata DHB Hand Surgery Review**

Mr Dunham tabled a letter received that day from Waitemata DHB around the hand surgery review. The letter indicated Waitemata's advice that they wish to overturn their previous decision to retain minor hand surgery procedures, meaning these procedures will now return to CMDHB. Management is working through the impact of this.

#### **Resolution**

The Board noted the Chief Operating Officer's report

**Moved** Miria Andrews

**Seconded** Arthur Anae

**Carried** Unanimously

### ***Report of the Chief Planning and Funding Officer***

Key issues:

- The Let's Beat Diabetes Operational Plan has been agreed in principle by the LBD Partnership Steering Group.
- Primary mental health has significant activity nationally with additional funding announced from 2007/08 through 2009/10.
- A review of Community Alcohol and Other Drug Service is due to be released shortly.
- Regional Eating Disorders' Service is under discussion following dissatisfaction from clients and their families. A national framework document from Ministry of Health is due in the next month.
- Health of offenders has become an issue and the Minister has requested a draft report by the end of September. CMDHB has representation on the working group to inform this report and possible Cabinet paper. Three models of care have been proposed with the northern region looking to for consensus on the preferred model.
- 85 people attended the Mangere Integrated Models of Care workshop and a smaller group has been tasked with moving the process forward.
- The CMDHB Pharmacy Advisory Group has been progressing the detail for the new pharmacist services. The metro Auckland pharmacy contract variation is progressing well and will be made available to pharmacists soon.
- On an intersectoral level Manukau City Council hosted a meeting of CEOs from various agencies to co-ordinate a focus on 4-5 selected initiatives.

#### **Resolution**

The Board noted the report of the Chief Planning and Funding Officer

**Moved** David Collings

**Seconded** Ross Keenan

**Carried** Unanimously

### ***Report of General Manager Finance & Commercial***

Key issues:

- Mr Pearson advised that a plan for the carry forward earnings will be presented to the Board at a future meeting.
- Stability has been achieved on FTE numbers and costs.

#### **Resolution**

The Board noted the report of the General Manager Finance and Commercial.

**Moved** Ross Keenan

**Seconded** Jillian Dooley

**Carried** Unanimously

## **Cardiac Ultrasound Business Case**

### **Resolution**

The Board:

Approved the purchase of a new Vivid 7 Cardiac Ultrasound Machine for the Cardiac Investigations Unit at a cost of \$254,000

Noted that the South Auckland Health Foundation has agreed to fund the purchase through a donation of an equivalent amount made by the Southern Trust to the South Auckland Health Foundation.

**Moved** Paul Cressey

**Seconded** Ross Keenan

**Carried** Unanimously

Moved by Pat Snedden/Bill Mudgway that the public be excluded from the Industrial Relations update, Medication Safety presentation, Food Industry update, Lab Cell Counter Business Case, Finance & Audit meeting update, Theatre Air Handler project and the Risk Register, (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 Board took a brief break at 2.45pm.

*Mr Sam Bartrum attended for the following item  
Ms Miria Andrews and Aanae Arthur Aanae left the meeting*

The meeting was reopened to the public.

### **HAC**

Renal presentation, to also be made to Pou.

### **Pou**

Key issues:

- Fit for purpose
- Whare Oranga presentation
- Caring for carers.

Pou members requested that the Board write to the Ministry about the poor inclusion of Maaori and Pacific in Caring for the Carers. The Chair approved this request.

### **CPHAC**

Key items:

- Primary Health Care Plan
- Let's Beat Diabetes Operational Plan approved

### **DiSAC**

- Maaori Disability Action Plan
- Select Committee hearing held.

The meeting closed at 4.30pm.

The next meeting of the Board will be Wednesday 3 October 2007 at CMDHB, 19 Lambie Drive.

Signed as a true and correct record on 3 October 2007

Chair                      Mr Ross Keenan

The minutes of the meeting of the Counties Manukau District Health Board of 5 September 2007 are approved.

Recommendation (moved Bob Wichman/seconded R Keenan)