

Counties Manukau District Health Board

Minutes of the meeting of the members of the Counties Manukau District Health Board held on Wednesday, 4 February 2009 at 1.00pm at CMDHB offices, 19 Lambie Drive, Manukau City

Present: Professor Gregor Coster (Chair), Mr Paul Cressey, Anae Arthur Anae, Ms Ruth DeSouza, Mr Don Barker, Ms Anne Candy, Mr Michael Williams, Ms Lope Ginnen

In attendance: Mr Geraint Martin, Mr Ron Pearson, Dr Wilbur Farmilo, Mr Ron Dunham, Ms Sam Cliffe, Mrs Lyn Butler (Board Secretary)

Apologies: Ms Colleen Brown, Mr Bob Wichman, Mr Michael Williams (lateness/early departure), Ms Miria Andrews

1. Attendance and Apologies

The Chair welcomed members to the meeting.

Apologies

Resolution

That the above apologies be accepted.

Moved: Arthur Anae

Seconded: Don Barker

Carried: Unanimously

Mr Williams arrived at 1.20pm

2. Confirmation of Minutes – 3 December 2008

Resolution

The Minutes of the Board Meeting held on Wednesday, 3 December 2008 were taken as read and confirmed as a true and correct record.

Moved: Ruth DeSouza

Seconded: Gregor Coster

Carried: Unanimously

3. Matters Arising/Action Points

Register is up to date.

4. Procedural issues

Committee Membership

Mr Cressey and Mr Chan have resigned from the Pacific Health Advisory Committee. The Chair thanked Mr Cressey for his membership on PHAC.

Ms Candy is to write to Professor Colin Mantell to establish whether he wishes to continue on the POU Committee.

Resolution

That the Board Committee memberships are confirmed, with members' terms as noted in the appended document.

That the Board Committee Terms of Reference be amended to show the number of Board members on each Committee and the Audit Risk & Finance Committee membership be seven.

That all future Committee appointments will follow the 'Committee Member Appointment process' approved by the Board on 3 December 2008.

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

Register of interests

Ms DeSouza noted an amendment.

Disclosure of special interests

Ms DeSouza noted an amendment.

Gift register

The Register was noted.

5. Strategy

Key Strategies arising from Planning Day

Following discussion at the recent Board Planning Day, the following strategic papers are to be developed during 2009:

- a. Workforce Redesign Strategy – long term visioning in the context of the economic situation, training, new roles etc – **April Meeting**
- b. Best Practice procurement – regional implications, management of clinical supplies budgets, exploring a ‘regional Pharmac’ model – **April Meeting**
- c. Regional Underfunding – appropriate strategy to engage with the Ministry to highlight risk of current funding methodologies – **March Meeting**
- d. Locality planning – the way forward as the foundation for our DSP planning. (There will also need to be a proposed process for the DSP at some point in the next few months.) This will also be submitted to the Board – **April Meeting**
- e. Accountabilities of non Maori providers in the delivery of services to Maori – **May Meeting**
- f. Regional Clinical Networks – develop approach to the development of clinical networks for the district and the region – **June Meeting**

Moved by Gregor Coster/Paul Cressey that the public be excluded from the ‘Expansion of CMDHB Data Centre Capacity’ under (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.

7. Chair’s Report

The Chair highlighted the following:

10/12/08 - met with Karen Thomas, Royal College of NZ General Practitioners.

23/1/09 – Board Planning Day

Resolution

That the Chair’s report be received

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

CMDHB Annual Board Agenda

This document is to be updated with the information from the Board Planning Day and is to be included in the meeting papers each month.

Twice Yearly Meetings with Manawhenua

A meeting was scheduled in August 2008, but was cancelled due to lack of availability of members from the Manawhenua Board. The meeting is to be re-scheduled.

Chair’s Correspondence

- b. Minister’s Letter (Capping growth Management & Admin). Mr Martin advised that CMDHB capped this over three months ago and a strict approval process has been put in place.
- c. Minister’s Speech to DHB Chairs
- e. Letter from Minister/Hon Bill English (Enduring Letter of Expectations) – 22 December 2008
- f. Letter to HDC – 22 December 2008
- g. Letter to Audit NZ – 22 December 2008
- h. Letters to Prime Minister, Minister, Hon David Cunliffe, Hon Jonathan Coleman, Hon Tariana Turia – 22 December 2008

The following letter was tabled at the meeting:

- a. CMDHB response to Minister's letter (Capping growth Management & Admin).

Resolution

That the above correspondence be endorsed

Moved: Anne Candy **Seconded:** Ruth DeSouza **Carried:** Unanimously

7. **Chief Executive**

Chief Executive's Report

Mr Martin referred to the Ministry of Health's Financial Performance Report for the Five Month Period Ended 30 November 2008, showing that CMDHB's Provider Arm has the highest surplus out of all DHBs. Mr Martin congratulated Mr Ron Dunham and his team on this result.

Resolution

That the Chief Executive's report be received

Moved: Lope Ginnen **Seconded:** Anne Candy **Carried:** Unanimously

Chief Medical Officer's Report

This report has been to HAC and was taken as read.

Resolution

That the Chief Medical Officer's report be received

Moved: Gregor Coster **Seconded:** Arthur Anae **Carried** Unanimously

Quality Improvement Unit Report

As part of the District Annual Plan, the Quality Improvement Unit has identified five key areas of focus for 2009:

- Infection prevention
- Medication safety
- Culture of safety through Whai Manaaki focussing on transforming care at bedside
- EC – reduce length of stay to < 6 hours
- Savings realisation

Quality initiatives designed to make the hospital as safe after hours as it is during the day include:

Safe 24/7 - Hospital at night and the critical care complex (HDU) and outreach to wards

Safer Surgery - WHO checklist (including timeout to check right patient, right operation, right side), VTE prophylaxis

Resolution

That the Quality Improvement Unit report be received.

Moved: Arthur Anae **Seconded:** Paul Cressey **Carried** Unanimously

Chief Operating Officer's Report

This report has been to HAC and was taken as read.

Resolution

That the Chief Operating Officer's report be received

Moved: Don Barker **Seconded:** Lope Ginnen **Carried** Unanimously

Chief Planning and Funding Officer's Report

This report has been to CPHAC and was taken as read.

Resolution

That the Chief Planning and Funding Officer's report be received

Moved: Arthur Anae **Seconded:** Ruth DeSouza **Carried:** Unanimously

Finance Director's Report

Mr Pearson reported that December has been the most challenging month to date. The Provider Arm is performing very well, with the Funder Arm struggling somewhat. Cashflow is seemingly excellent due to the timing of two payments from Ministry of Health, however, this will be reversed in January. The forecast has been updated to show marginally better results and we will be back to operating breakeven at year end.

Resolution

That the Finance Director's report be received.

Moved: Gregor Coster **Seconded:** Arthur Anae **Carried:** Unanimously

8. Community and Public Health Advisory Committee

Ms Candy reported that were looking at the restructure programme for this year and have a half day set aside for this. They will also be looking at the Terms of Reference and Committee representation.

9. Hospital Advisory Committee

10. Pacific Health Advisory Committee

No meeting was held in January 2009.

11. POU

Ms Candy reported that a good meeting was held, with support being expressed for the new structure. The Manawhenua representative advised that she was very impressed by the knowledge and commitment to issues shown by Ms Sam Cliffe during her interview for the position of Integrated Services Director.

Manawhenua are setting dates for their meetings for 2009.

The Treaty partnership needs clarity. The Chair is to speak to Mr Tuku Morgan. He has already spoken to Ms Teresa Wall, Ministry of Health. The DHB report to the Crown in this regard. Mr Cressey advised that we are not able to have a Treaty Partnership with Manawhenua, or anyone else. The Chair is to invite Ms Teresa Wall to CMDHB to explore the understanding of Treaty relationships.

12. DiSAC

Ms Brown was not present at the meeting.

13. Towards 20/20 Project Steering Group

14. Achievement Register

The Achievement Register was noted.

15. General Business

The meeting closed at 4.30pm.

The next meeting of the Board will be Wednesday, 4 March 2009 at Lambie Drive.

The minutes of the meeting of the Counties Manukau District Health Board of 4 February 2009 are approved.

Signed as a true and correct record on 4 March 2009.

Chair Gregor Coster (Chair)

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