

Counties Manukau District Health Board

Minutes of the meeting of the members of the Counties Manukau District Health Board held on Wednesday, 4 March 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, Mr Michael Williams, Ms Lope Ginnen, Ms Colleen Brown, Mr Bob Wichman, Ms Miria Andrews

In attendance: Mr Geraint Martin, Mr Ron Pearson, Dr Don Mackie, Mr Ron Dunham, Ms Sam Cliffe, Ms Pauline Hanna, Mrs Lyn Butler (Board Secretary)

Apologies: Ms Anne Candy

1. Attendance and Apologies

The Chair welcomed Mr Tim Wood, Project Director for Community Laboratory, and welcomed and congratulated Ms Pauline Hanna on her appointment to the role of Planning & Performance Director.

Apologies

Resolution

That the above apologies be accepted.

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

2. Confirmation of Minutes – 3 February 2009

Resolution

The Minutes of the Board Meeting held on Wednesday, 3 February 2009 were taken as read and confirmed as a true and correct record, subject to a minor amendment.

Moved: Lope Ginnen **Seconded:** Ruth DeSouza **Carried:** Unanimously

3. Matters Arising/Action Points

Register is up to date.

4. Procedural issues

Committee Membership

The Committee Membership lists have been updated following recent changes.

Register of interests

Ms DeSouza noted an amendment.

Disclosure of special interests

The Register was noted.

Gift register

The Register was noted.

Meeting Attendance Schedule

This schedule will be included each month and was noted accordingly.

5. Strategy

Health Information Management

The Chair advised that the CMDHB Health Information Strategy requires review to ensure that we meet modern requirements and makes the best use of available technology. Mr Cressey said that any Board should include this in its priorities now. Mr Martin said there is a lot of potential, but we are not doing anything with it. We need a 'Futures Group' to identify what needs to be done. Mr Pearson said CMDHB would have to take the lead on this, which would involve resources and costs.

Resolution

That the Board request management to undertake a work stream on Information Management.

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

6. Presentation

Procure Network Manukau (Ms Kate Vela-Moodabe and Mr Harley Aish)

The Chair welcomed Ms Vela-Moodabe, Executive Officer and Mr Harley Aish, Chairman, to the meeting.

The Chair advised that the PHOs currently attended:

- Chairs/CEOs quarterly meetings, which is proving very productive at a high level.
- Monthly GPHO Meetings.
- Strategic Forum meetings on a quarterly basis.
- Individual meetings with various GMs, Programme Managers, etc.
- Ms Vela-Moodabe attended the ISSGG Meetings.

All PHOs will be engaged in the Information Management Strategy.

Mr Aish confirmed that there was a good level of engagement between Procure and CMDHB and could not identify any obvious areas for improvement.

Ms Vela-Moodabe presented on the following:

- Procure has 245,000 of the enrolled PHO population, with 62 practices across their area.
- They have a strategic partnership with Total Healthcare Otago. Together, they represent 75% of the CMDHB population. They also have a strategic partnership with Huakina Development Trust that has services on three marae.
- First Chronic Care Management Programme 1999, Projects to Programmes to Systems in Chronic Care, Systems of care, indicating the wide ranging areas Procure are involved in.
- Efficiency tools – Population Health, Telehealth and Electronic Patient Portal. Patient lists are generated inviting them for appointments, rather than waiting for them to contact the practice.
- Tool for targeting SIA funds. This assists practices to live within their budget and use their resources well.
- Opportunities for the next 12-12 months. Elective services and risk sharing arrangement with pharmaceutical and laboratory expenditure.

The Chair thanked Procure for their informative presentation.

7. Chair's Report

The Chair highlighted the following:

- 5 February – Meeting with the Hon Tony Ryall and Chairs and CEOs of ADHB and WDHB to discuss the Minister's expectations for a Regional Elective Surgery Centre.
- 19 February – Attended the opening of the Renal Unit at Manukau Super Clinic, which was opened by the Hon Tony Ryall. The opening was attended by Messrs Martin, Cressey and Barker, as well as many other CMDHB staff.
- 20 February – Meeting with Mr David Moore, LECG regarding possible funding by the Ministry of Economic Development for the Centre for Health Services Innovation.

- 27 February – Attended the opening of SAMCL (Serious About Maternity Care Ltd) by the Hon Bill English. Collaboration between AUT midwives and gynaecologists.
- 27 February – Attended meeting of Regional Governance Group chaired by Mr Garry Wilson. Implementation of the Lab Tests Contract was the main item on the agenda.
- The Chair, Mr Martin and Mr Pearson will be attending a Select Committee on the 11 March. The Chair will report back to the next meeting. The Questions and Answers are to be circulated to the Board.

Resolution

That the Chair's report be received

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

CMDHB Annual Board Agenda

The Annual Board Agenda was noted.

Chair's Correspondence

- Letters of response from Tariana Turia, Prime Minister, Dr Jonathan Coleman, Minister of Health and David Cunliffe.

Resolution

That the above correspondence be endorsed

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

8. Chief Executive

Chief Executive's Report

Mr Martin congratulated Ms Pauline Hanna on her appointment to the new role of Performance & Planning Director.

Resolution

That the Chief Executive's report be received

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

Chief Medical Officer's Report

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

Dr Mackie sought the guidance of the Board on the future role of the External Auditor of Clinical Standards. The Chair advised that all reports and updates from the role should be directed to HAC, which all Board members attended.

Resolution

That the Chief Medical Officer's report be received

Moved: Paul Cressey **Seconded:** Ruth DeSouza **Carried:** Unanimously

Quality Improvement Unit Report (Dr Mary Seddon)

Dr Seddon presented on the following:

- Serious & Sentinel Events – national release held on the 23 February 2009.
- Aim to increase and standardise reporting, promote national learning and focus patient safety activity.
- Summarised the percentage of SSE in each identified area.
- CMDHB have 23 SSE for the period 1 July 2007 to 30 June 2008. We now have improved reporting and systematic collation of SSE.
- Patient Safety Campaign focussed on major causes of SSE

The Quality Improvement Unit is publishing a booklet for all staff.

a. Serious & Sentinel Events Release

Resolution

That the Board note the CMDHB contribution to the national release of Serious & Sentinel Events on the 23 February 2009.

Moved: Gregor Coster **Seconded:** Ruth DeSouza **Carried** Unanimously

Mr Martin asked Dr Seddon to bring a paper on 'Root Cause Analyses' to the May Board Meeting.

Resolution

That the Quality Improvement Unit report be received.

Moved: Gregor Coster **Seconded:** Lope Ginnen **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: Paul Cressey **Seconded:** Ruth DeSouza **Carried** Unanimously

Director Service Integration's Report

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

Resolution

That the Director of Service Integration's report be received

Moved: Lope Ginnen **Seconded:** Ruth DeSouza **Carried:** Unanimously

Finance Director's Report

Resolution

That the Finance Director's report be received.

Moved: Michael Williams **Seconded:** Bob Wichman **Carried:** Unanimously

Audit Risk & Finance Committee

Mr Williams advised that:

- The Committee was working on streamlining reporting.
- The audit process was underway.
- Outstanding leave issues would be resolved by October 2009.

a. Audit Engagement Letter

Resolution

That the Board ratifies the sign off of the Audit Engagement Letter by the Chairman.

Moved: Michael Williams **Seconded:** Colleen Brown **Carried:** Unanimously

b. Banking Compliance Certificates

Resolution

That the Board resolve to confirm the recommendation passed at the Audit Risk & Finance Committee Meeting on the 2 March 2009, 'recommending that the Board Chair and Finance Director sign the Banking Compliance Certificates for June 2008 and December 2008'.

Moved: Michael Williams **Seconded:** Bob Wichman **Carried:** Unanimously

Mr Williams left at 4.50pm

8. Community and Public Health Advisory Committee

Ms Candy's written report was tabled.

9. Hospital Advisory Committee

Mr Cressey's written report was tabled.

10. Pacific Health Advisory Committee

Mr Anae's written report was tabled.

11. POU

Ms Candy's written report was tabled, noting the following:

Oral Health – the Committee expressed its concern at the lack of service provision of oral health services in the area and asked that the Board seek a solution to this problem. Ms Sam Cliffe is to report back to the next CPHAC and POU Meetings.

The Board notes the approval given by POU in relation to the revised Research Strategy.

12. DiSAC

Ms Brown's written report was tabled.

Resolution

That the above reports be received.

Moved: Paul Cressey **Seconded:** Ruth DeSouza **Carried:** Unanimously

14. Achievement Register

The Achievement Register was noted.

15. General Business

The meeting closed at 5.10pm.

The next meeting of the Board will be Wednesday, 1 April 2009 at Lambie Drive.

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

Signed as a true and correct record on 1 April 2009

Chair Gregor Coster (Chair)

Recommendation (moved **Bob Wichman**/seconded **Paul Cressey**)