

Minutes of Meeting of the Pacific Health Advisory Committee
held in the Boardroom, DHB Offices, Lambie Drive, Manukau
on Thursday 28 August 2003 at 2.00pm

Present: Dr Juliet Walker (Chair), Ms Ailua Fatialofa, Mr Ika Tameifuna, Rev Tavake Tupou, Ms Bernadette Pone, Mrs Audrey Aumua, Mr Tu'uta Pome'e, Mr Sefita Haouli, Mrs Metua Faasisila

Apologies: Dr Siro Fuata'i, Mrs Roine Lealaialoto

In attendance: Mrs Margie Fepulea'i, Mr Lincoln Papali'i and Ms Elisabeth Harding (from 1445).

1. Welcome and Introductions

The Chair welcomed Committee members to the meeting and members of the Pacific Health staff, Dr Maika Kinchoi-Veikune, Mr Tevita Hingano and Ms Ronna-Seyleck Lee.

It was noted that no members of the media in attendance.

Rev Tavake Tupou offered the opening prayer.

2. Apologies

Dr Siro Fuata'i, Mrs Roine Lealaialoto, Mr Sefita Haouli (for lateness)

Moved: Dr Juliet Walker

Seconded: Mrs Ailua Fatialofa

3. Minutes of last meeting-dated 31 July 2003

It was noted that under Item 6 the minutes should have read 'one renal satellite' not 'ten'.

The minutes of the last meeting as amended were confirmed and approved.

Moved: Rev. Tavake Tupou

Seconded: Ms Ailua Fatialofa

4. Matters Arising

Dr Juliet Walker advised that she had contacted and received information from the NZ Dental Association and this would be circulated to members.

The General Manager, Pacific Health advised that a letter of farewell and congratulations to Dr Colin Tukuitonga on his new posting had been sent.

Dr Juliet Walker advised that Ms Jude Woolston had made a presentation to both CPHAC and the Board on the intersectoral projects and it was noted that a presentation to PHAC would be of benefit to all members.

Members were provided with a copy of the latest media releases for their information.

Ms Elisabeth Harding, Legal Adviser for CMDHB, had been invited to attend the August meeting to advise members on the issue of conflict of interest.

5. Procedural

Disclosure of Interest

Ms Elisabeth Harding, Legal Adviser for CMDHB spoke to the meeting, advising members on the issue of conflict of interest. Members were advised that it was important that each member completed a Conflict of Interest form and, where appropriate, at any meeting of the Committee to then declare a conflict of interest prior to any item of discussion and have their declaration minuted. Members could either leave the meeting or remain as an observer and in instances where no decision or resolution was required, they could still participate in the discussion. Conflicts of interest may arise through the receipt or gain of a financial benefit or incentive, it could be employment based, position based or by proximity of relationship. Ms Harding answered member's questions in relation to DHB business and member's own external interests, whether through employment or governance relationships.

Conflicts of Interest noted for 28 August 2003

- Mrs Audrey Aumua declared a conflict of interest with regard to Item 8.
- Mr Ika Tameifuna declared a conflict of interest with regard to Item 8.
- Rev. Tavake Tupou declared a conflict of interest with regard to Item 8.
- Mr Sefita Haouli declared a conflict of interest with regard to Item 8.

Terms of Reference

The Terms of Reference for PHAC dated December 2000 were reviewed and accepted by the Committee.

6. Updates

Updates from the HAC, CPHAC and Board meetings were provided by Ms Ailua Fatialofa, Ms Bernadette Pone and Dr Juliet Walker.

Arising from the HAC update, members requested further information from officer's relating to the issue of 'organ donors' and the pre-winter campaign.

Following the CPHAC update, members requested that officer's follow up on the possibility of a presentation to PHAC from the Public Health Unit. Members also requested a copy of the Counties Manukau Health Forum minutes and questions and for officers to clarify the outcomes of the Ministry of Health hosted Family Violence meeting.

From the Board update, members requested a presentation from the Youth Health Intersectoral team to PHAC and a copy of the CEO's presentation on the CMDHB Key Achievements for 2002/03.

7. Workforce Development

The General Manager, Pacific Health introduced the report noting that it outlined the current environment, issues for workforce development and included a draft development pathway for the CMDHB Pacific Workforce Plan. It was noted that the plan could be a high strategic level plan or it could be a more focused and pragmatic plan.

It was agreed that a pragmatic approach was preferred and that CMDHB should be looking at the priority of health service needs we have as a community and initially focus on the development, growth and retention of those health roles as required in those service areas.

8. Pacific Provider Development

The General Manager, Pacific Health introduced the paper noting that the paper summarised the Pacific Provider Development Funding (PPDF) allocation process by CMDHB to date. The paper also foreshadowed the process and milestones for the 2003/04 PPDF allocation. Members discussed the process and asked that CMDHB look at some dialogue with providers given some of the work being planned or undertaken to date and a review of the DHB and NGO allocations.

9. Pacific Service Plan

The General Manager, Pacific Health introduced the paper and noted that the paper summarised the context, need, process and timeframe for developing a Pacific Service Plan. The Plan would reflect delivery from both Pacific providers and mainstream providers who have large Pacific populations. Consultation would be undertaken with providers and focus groups. Members discussed issues arising from the paper and asked that the General Manager, Pacific Health bring back to the committee further information relating to part b of the report recommendation.

The Committee adopted all the recommendations (a); (b) and (c) as detailed in the report.

10. Meningococcal Update

Mrs Metua Faasisila presented an update on the Meningococcal B Project. The project team are working towards the timeframes established by the Ministry of Health and the assistance of PHAC is requested to assist with the engagement of Pacific providers prior to the roll-out.

The Chairperson thanked Mrs Faasisila for her presentation and the Committee wished the Project team well in their endeavours.

11. Cardiovascular Disease State Management

This item was deferred to the next PHAC meeting to be held on 25 September 2003.

12. National Pacific Sector Reference Group

This item would be reported back to the next meeting.

13. Other Business

Following on from the organ donor issue noted in the HAC update, members discussed the reluctance of Pacific to engage in this area and requested a literature search.

The General Manager, Pacific Health was requested to follow up on the outcomes of a Family Violence meeting facilitated by the Ministry of Health.

It was noted that there was some concern about the lack of information relating to the delivery role for providers in respect of the Meningococcal roll-out.

There being no further business the meeting closed at 4.45pm.

The next meeting will be held on **Thursday 25 September 2003 from 2.00 – 4.30 pm.**

Action Points

- Follow up on outcomes from Family Violence meeting organised by the Ministry of Health.
- Check on details of pre-winter campaign.
- Follow up on possibility of Public Health presentation to PHAC.
- Follow up on Youth Health Intersectoral presentation
- Obtain copy of Counties Manukau Health Forum minutes & questions
- Obtain copy of CEO presentation
- Literature search on 'Organ Donors' for next meeting