

NELSON BAYS PRIMARY HEALTH

MINUTES OF OPEN BOARD MEETING HELD ON 25 FEBRUARY 2010  
20 NEW STREET, NELSON – COMMENCING AT 5:30 p.m.

**PRESENT:** Jan Morgan (Chair); Shane Graham; Philip Chapman; Mere Wetere; Deirdre Magee; James Chisnall  
**IN ATTENDANCE:** Andrew Dobbs (Chief Executive Officer – NBPH); Jane Kinsey (Programme Development Manager – NBPH); Margaret Gibbs (General Practice Programme Coordinator); Luke Katu (NBPH - Kaitakawaenga); Ann James (NBPH -Minute Secretary)  
**PUBLIC IN ATTENDANCE:** Harold Wereta (Director of Māori Health - NMDHB); Peter Burton (General Manager – Primary Community - NMDHB).  
**APOLOGIES:** Maria Briggs; Lisa Lawrence; Sue Stevenson; Deirdre Magee (late arrival).

Item	Decision / Discussion	Action	Who	When
1.	<p><b>Welcome / Karakia – Shane Graham</b></p> <p>Jan welcomed Peter Burton, Harold Wereta and Luke Katu to the meeting. After a brief round of introductions Harold updated the Board on his background.</p> <p>Harold was appointed to the role of Director of Māori Health in November 2009. He worked with Peter Burton and other NMDHB staff on the Te Hoe Nuku Roa report that was commissioned by the Nutritional and Physical Activity group of NMDHB.</p> <p>Luke Katu spoke to his report. He noted that by completing the report he learned much about NBPH activity that is directed towards improving Māori health than he had previously known.</p> <p>Luke noted that the initial research was completed in 2008. One hundred and fifty randomly selected Māori households participated in a longitudinal study. The study asked questions relating to income, housing, employment, physical activity and health. Adults were also invited to be measured for height and weight. Of 187 participating adults, 155 agreed to the body measurements. Luke acknowledged that the statistics were not reported for a breakdown of men and women. However, the data is there and can be accessed. Eighty eight agreed to have their blood tested.</p> <p>Referring to the summary page, Luke's findings show that overall NBPH has made a good start to improve Māori health. Programmes that stand out are the Vascular Risk Assessment and Diabetes Annual Reviews. The data collected from these programmes paints a good picture. Support programmes have been put into place to support those identified as being at risk.</p> <p>Luke noted that NBPH is increasingly working with Māori Health Providers and mana whenua to jointly work together. Negotiations with Māori health providers have commenced to continue with the work.</p> <p>Comments and questions were as follows:</p> <ul style="list-style-type: none"><li>Shane asked where does the Kaitakawaenga role fit to support the development of these programmes?</li></ul> <p>The creation of the Kaitakawaenga role originated from advice from Tahī Takao that NBPH required staff within the organisation to assist with internal and external relationships and advice.</p> <ul style="list-style-type: none"><li>Congratulations were extended to the staff on the response to the Massey Report.</li></ul>			

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- Mere noted that the statistics for Māori women who smoke, particularly when pregnant are still too high. The recommendations of the report do not reflect a need to focus on this.

Peter Burton was invited to comment on what is being done about smoking cessation. The Ministry of Health gave NMDHB a mandate to address smoking cessation. The programme is known as ABC (Ask, Brief Intervention and Access to cessation services). Initially the focus has been on hospitalised patients. By the end of the 2<sup>nd</sup> quarter NMDHB was placed 3<sup>rd</sup> on the league tables of 21 DHBs on an inpatient setting.

The next stage for NMDHB will be to work with Primary Care. Peter acknowledged the role GPs and primary care providers have to play. NMDHB are making good links with NBPH to understand the issues facing Māori in a primary care setting.

NBPH's response to the Massey University Te Hoe Nuku Roa Report highlights smoking cessation as being an important issue.

Peter noted that insulin resistance is a political issue and steps are being made to engage with the NBPH communities to improve awareness.

- Philip commented that Māori men access health services the least. A gender breakdown could be helpful to understand what needs to be done to engage the Māori men.

Harold reported that the study will be repeated (long term over 12-15 years and led by Prof Mason Durie). NMDHB was the first to get on and complete the first stage of the research.

- Harold stated that the NBPH response is a good piece of work and highlights the work being done. He will submit the report to CPHAC and the IHB.
- Deirdre noted that the cost of accessing health services is a barrier. Patients do not always access the prescriptions they have been advised to get because of the cost factor. Patients also ask Pharmacists for advice and when told they need to see a doctor, do not go because of the costs.
- Peter Burton is completing a report for CPHAC about Low Cost Access, especially in rural settings.
- Andrew noted that Luke's report is timed well considering the upcoming Strategic Planning session.

Luke closed by specifically acknowledging the help he received from Jane, Margaret and other staff.

Harold, Peter, Luke and Margaret left the meeting at this point (6.10pm).

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2.	<p><b>Apologies</b></p> <p><b>Resolution</b> That the apologies from Sue Stevenson; Maria Briggs; Lisa Lawrence and Deirdre Magee (late arrival at 5.45 pm) be accepted.</p> <p><b>Moved:</b> Mere Wetere <b>Seconded:</b> Philip Chapman</p>	<b>CARRIED</b>		
3.	<p><b>Register of Interests</b> Noted</p>			
4.	<p><b>Confirmation of Agenda</b> Confirmed with the following additions:</p> <ul style="list-style-type: none"> <li>• Oral health services - Mere</li> </ul>			
5.	<p><b>Confirmation of Minutes</b></p> <p><b>Resolution</b> Moved that the minutes of 28 January 2010 be accepted as a true and correct record with a spelling correction to <i>He Taura (not Taure) Tieke</i>. The Men's Be Well promotion in Golden Bay will be in September (not March).</p> <p><b>Moved:</b> Mere Wetere <b>Seconded:</b> Deirdre Magee</p>	<b>CARRIED</b>		
6.	<p><b>Matters Arising</b> Referring to Pat Curry's attendance at the NPBH open board meeting in January, Philip queried what expectation organisations might have for follow-up.</p> <p>Andrew has not had any contact with Pat since the January Board meeting. A number of things discussed at that meeting are currently under discussion with NMDHB.</p>			
7.	<p><b>Action Points</b></p>			
a)	<p><i>Andrew was asked to clarify what sort of referrals the Immunisation Coordinator mentioned on page 23.</i> These were simply requests from general practice for assistance.</p>		Andrew	Complete
b)	<p><i>Strategic Planning meeting on 6 March.</i> Jan has not heard from Lisa if she is available.</p>		Andrew	Complete
c)	<p><i>Include more information in quarterly reports regarding the Tapawera Outreach Clinics</i> Noted in CEO report.</p>		Andrew	Complete
8.	<p><b>Correspondence of Significant Interest</b> <u>Rutherford Initiative update</u> The Board Chairperson reviews whether correspondence is significant for the Board prior to the Board pack being compiled. It was noted that there is no mention of Primary Care in the Rutherford update.</p>			
9.	<p><b>Report   Chair</b> Jan reported as follows:</p>			

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	<p>Jan has spent time working with Tim Maples to formulate an agenda for the strategic planning workshop on 6<sup>th</sup> March. The draft agenda is in the closed section for discussion. Board members who would like to know more about Tim's credentials can check the Inova Group website <a href="http://www.inovagroup.com/who_we_are/index.html">http://www.inovagroup.com/who_we_are/index.html</a></p> <p>Jan attended Rosey Wilson's presentation to CGG on Models of Care for Shifting Services from Secondary to Primary. A result of that presentation was that Dr Bev Nicolls has agreed to represent NBPH CGG at the NMDHB CGG meetings</p> <p>Jan has spent some time preparing for the Community Representative interviews. These are to occur on Thursday 4<sup>th</sup> March.</p> <p>Jan also attended the RCNZGPs Symposium with Andrew. Jan was particularly interested to hear presentations by Dr Nick Goodwin and Candace Imison on Integrated Health Centres. The RCNZGPs website has some good papers that Board members may be interested in viewing:  <a href="http://www.rnzcgp.org.nz">www.rnzcgp.org.nz</a>  <a href="http://www.rnzcgp.org.nz/quality-symposium">http://www.rnzcgp.org.nz/quality-symposium</a></p> <p>Jan will attend the next PHO Alliance meeting on Friday 5<sup>th</sup> March with Jane Kinsey who is going in Andrew's place.</p>			
10.	<p><b>Report   Board Members</b></p> <p>Board members who had something to report are follows:</p> <p><u>Philip Chapman</u> – Appeared on National Radio. The programme was about men's health and arose from Philips report and meeting in Christchurch.</p> <p><u>Shane Graham</u> – Thanked Jane for agreeing to sponsor 25 women in an upcoming triathlon.</p> <p><u>Mere Wetere</u> – Has spent time writing strategic plans.</p> <p><u>Deirdre Magee</u> – Was disappointed to report that the pharmacists contract with NMDHB has been extended with no change to the fees that have been enforced for the last 7 years. Deirdre noted that pharmacists are under financial pressure and this has workforce implications.</p> <p><u>James Chisnall</u> – has been enjoying interaction with his 2 year old child who is keeping him busy at home. James noted that GPs feel nervous about the government's intentions for primary care – referring to the Better Sooner More Convenient philosophy with no extra funding attached for devolved services from secondary to primary.</p>			
11.	<p><b>Report   CEO</b></p> <p>Andrew spoke to his report and made the following points.</p> <p>He thanked Jan for giving him permission to attend the RCNZGPs Symposium. The messages he took from this were that New Zealand could learn from Britain's mistakes. Co-location of services does not work and integrated services are preferable.</p>	Report on Caring for Whanau with type II diabetes – Māori men in the programme	Andrew	March Board report

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	<p>Andrew particularly enjoyed the Pro Care presentation on <i>Health Promoting Practices</i>.</p> <p><a href="http://www.rnzcgp.org.nz/assets/Uploads/qualityprac/Quality%20Symposium2010/SaturdayYoung.pdf">http://www.rnzcgp.org.nz/assets/Uploads/qualityprac/Quality%20Symposium2010/SaturdayYoung.pdf</a></p> <p>Andrew is spending a significant amount of time on the Golden Bay Integrated Health Service project with a visit to Golden Bay occurring every week and daily email correspondence.</p> <p>Andrew noted Shane's positive comments at the Finance &amp; Audit meeting about the website improvements. A combined calendar for Education meetings and Practice Reporting will soon be available on the website.</p> <p>Louise Holden will start work as the Mental Health Brief Intervention Coordinator in Motueka. Jacqui Moulten will relocate to work in Nelson. Andrew thanked James and Mere for their assistance with the recruitment.</p> <p>The first draft of the DUMP report is ready and will be finalised in time for the next Board pack.</p> <p>Comments and questions from Board members were:</p> <ul style="list-style-type: none"> <li>• What is Joe Puketapu's status at Te Awhina Marae? Andrew's response is that his organisation is providing interim management. They are to report to the Marae's Governors on how to manage the marae into the future.</li> <li>• There is no ongoing funding for suicide prevention as per the previous government's funding to NMDHB. Something to think about is that the expectation will be on NBPH to pick up the work without the funding.</li> <li>• All I.T. equipment is purchased (not leased).</li> <li>• Māori men accessing the Caring for Whanau with type II diabetes 6 week course. How will NBPH get Māori men to engage? Andrew will report back to the next meeting.</li> <li>• The NMDHB <i>Tikanga Best Practice</i> tool was the proposed one to take on. Will it come back to the Board? Andrew agreed it would.</li> <li>• The Te Rau Puawai scholarship is run every year. The scholarship is available for 2 people per year for a 5 year scholarship. NBPH has not yet launched the scholarship.</li> <li>• The practice that has declined to complete Cornerstone accreditation puzzled one person. James explained that it is a challenging programme to complete and requires ongoing commitment. DHBs are considering imposing repercussions for practices that choose not to complete accreditation. As there is a shortage of GPs in New Zealand it might be hard to enforce this sort of accreditation.</li> <li>• The palliative care contract with Whakatu Marae is not an NBPH contract. It is between the Marae and NMDHB.</li> </ul>			
12.	<p><b>Media Relations Policy and Procedure – Ver. 4</b></p> <p>After discussion it was agreed to renumber paragraph 4.2.1 to become 4.3. Paragraph 4.3 to be deleted.</p> <p>To read as follows:</p> <p><b>4. Process and Procedure</b></p> <p><b>4.1 All media requests to NBPH shall be directed in the first</b></p>	<p>Draft policies to be submitted to Board with a covering memo that makes recommendations about review periods.</p>	Andrew	ongoing

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	<i>instance to the Chief Executive (CEO).</i>			
4.2	<i>All media releases shall be through the NBPH Board Chairperson or CEO.</i>			
4.3	<i>The NBPH Board Chairperson or CEO may delegate or authorise other members of the Board, Advisory Committees or staff to act on behalf of NBPH in regards to this policy.</i>			

It was further agreed to review the policy every two years. A covering memo outlining the basis of the review period is to accompany draft policies in the Board pack.

13. **General Business**

Due to Mere's absence from the room at this point, discussion about Oral Health Services was moved to the closed section of the meeting.

14. **Register of NBPH Committees**

Noted

15. **Glossary of Commonly Used Acronyms**

Noted

16. **Strategic Plan**

Noted

17. **Articles of Interest from NZ Doctor & Other Media**

Noted

The meeting closed at 6.50 pm

The next meeting will be on 25 March 2010 at 5.30 p.m.

Confirmed:

J. R. Morgan

Name:

JAN MORGAN

Date:

25 - 03 - 10

## **Actions - Open Meeting 25 February 2010**

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|--|--------|--------------------|
| a) Report on Caring for Whanau with type II diabetes – Māori men in the programme                                | Andrew | March Board report |
| b) Draft policies to be submitted to Board with a covering memo that makes recommendations about review periods. | Andrew | ongoing            |