

NELSON BAYS PRIMARY HEALTH

MINUTES OF OPEN BOARD MEETING HELD ON 25 MARCH 2010  
20 NEW STREET, NELSON – COMMENCING AT 6.00 pm

**PRESENT:** Jan Morgan (Chair); Shane Graham; Philip Chapman; Mere Wetere; Deirdre Magee; James Chisnall; Maria Briggs; Lisa Lawrence; Sue Stevenson; Judene Edgar.

**IN ATTENDANCE:** Andrew Swanson-Dobbs (Chief Executive Officer – NBPH); Jane Kinsey (Programme Development Manager – NBPH); Ann James (NBPH -Minute Secretary).

**PUBLIC IN ATTENDANCE:** Naomi Arnold (Reporter for The Nelson Mail)

**APOLOGIES:** All present

Item	Decision / Discussion	Action	Who	When
1.	<b>Welcome / Karakia – Lisa Lawrence</b> Jan welcomed Judene Edgar to her first meeting as a Trustee. A brief round of introductions followed. Judene is a professional fundraiser, a Tasman District Councillor and the Board Secretary for the Cawthron Institute Trust Board. She has two sons age five and ten years and is a passionate volunteer for her community.			
2.	<b>Apologies</b> All present.			
3.	<b>Register of Interests</b> Noted with the following updates: Judene is the editor for <i>The Networker – Te Kupenga</i> – approximately 8 hours per year. No conflicts notified for business tonight.			
4.	<b>Confirmation of Agenda</b> Confirmed as notified.			
5.	<b>Confirmation of Minutes</b>			

**Resolution**

Moved that the minutes of 25 February 2010 be accepted as a true and correct record with corrections as follows:

- Item 5 Correction to minutes of 28 January should have read *The Men's Be Well promotion in Golden Bay will be in November*. The correction to the January minutes incorrectly stated the month as September.
- Item 10 Philip Chapman's report should have stated that the programme was about men's health and arose from a Christchurch report on men's health. The minutes incorrectly stated that the programme was about men's health and arose from Philip's report and meeting in Christchurch.

**Moved:** Mere Wetere

**Seconded:** James Chisnall

**CARRIED**

6. **Matters Arising**

- a) There was a query as to why The Te Rau Puawai scholarship was not yet launched.

Shane was initially involved with this but Luke Katu has taken this on now. Shane explained that there have to be recipients to launch it but to date there have been none.

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	<b>Action Points</b>			
	a) Caring for Whanau with type 2 diabetes – Māori men in the programme – The breakdown requested by Philip is on page 2 of the CEO report.		Andrew	Complete
	b) Draft policies to be submitted to the Board with a covering memo that makes recommendations about review periods – Andrew advised that this request will be actioned as and when necessary. The reports will cover previous issues and changes / updates to policies.		Andrew	Complete
7.	<b>Correspondence of Significant Interest</b> <u>Victoria Evans – Ministry of Health 15-03-2010 and accompanying copy correspondence – PHO Performance Management Programme</u>  The data that accompanied Victoria Evan's correspondence is in response to a Radio New Zealand (RNZ) Official Information request. The RNZ request pre-empted any national agreement around releasing the data until it correctly reflected the actual situation. Andrew referred to the recent article in The Nelson Mail regarding the PHO Performance Programme (PPP). Andrew and Margaret met with Naomi Arnold from The Nelson Mail to give her some background information about the data. Andrew noted that some of the data reported is good, and shows that NBPH is in the top five for performance (blue) e.g. Breast Screening and Cervical Screening. Some of the information is meaningless as there is no data to prove anything. Some of the data shows that NBPH needs to improve in some areas. Jan reported that it is important to note that the data is as at June 2009 and a lot of work has been undertaken since then. A comment was made that the data is meaningless without background context. Andrew noted that the request from RNZ was for data and that is precisely what the MoH supplied to RNZ. Andrew confirmed that the future goal will be to publish meaningful text alongside data, which will improve over time as data collection becomes more robust. Andrew said that NBPH makes frequent use of the data and referred to the CEO report regarding breast and cervical screening. NBPH uses the data to target areas that need attention. <u>Judene Edgar – 9-03-2010 – Board appointment.</u> Noted.			
8.	<b>Report   Chair</b> Jan reported as follows: <ul style="list-style-type: none"> <li>Jan and Andrew met at the beginning of March with the Acting Chair of Kimi Hauora Wairau and the Chair of NMDHB. They met to talk about exploring ways that the organisations can work together in future, given the current events at a national level. Jan noted that this is a work in progress.</li> <li>Jan spent a day with Maria Briggs, Philip Chapman and Vonnie Marshall interviewing applicants for the Community Representative position. The selection panel appointed Judene Edgar as the Community Representative.</li> <li>Jan attended the PHO Alliance meeting and noted the minutes of the meeting will be in the next Board pack (closed section). Jan</li> </ul>	Email PHO Alliance meeting minutes to Board members	Jan	ASAP

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	<p>will send the minutes electronically to Board members.</p> <ul style="list-style-type: none"> <li>Other work that Jan undertook was agenda preparation and reading the many papers that require her ongoing attention.</li> </ul>			
9.	<p><b>Report   Board Members</b></p> <p>Board members who had something to report are follows:</p> <p><u>Shane Graham</u> – at work he has been serving the public. He was in Golden Bay today.</p> <p><u>Lisa Lawrence</u> – has taken over financial systems at Te Kahui Hauora o Ngati Koata Trust. The alcohol and drug therapy group is about to graduate at Whakatu Marae.</p> <p><u>Mere Weteru</u> – continued work on strategic plan. Mere noted her appreciation to the team for their help.</p> <p><u>Maria Briggs</u> – continues to look for mentors for Big Brothers Big Sisters. Maria talked to the 1<sup>st</sup> year students at NMIT today. She also had parent/teacher interviews, which she found interesting. Maria continues with her work with the Heart Children charity</p> <p><u>Deirdre Magee</u> – has been busy at work as usual. She also gave a pharmacy talk to the diabetes group at Victory Health Centre.</p> <p>Deirdre attended the first Continuing Pharmacy Education (CPE) training meeting organised by NBPH. She commented that there was a good turnout. There was also a joint education meeting held for pharmacists and GPs.</p> <p><u>Judene Edgar</u> – has submission hearings tomorrow on the Tasman Regional Land Transport strategy that includes travel demand management, pedestrian and cycling policies. It is an important strategy. Judene has recently established an accessibility forum to work regionally. She is currently chairing this but wants to increase community ownership. Judene noted that accessibility issues are not just for disability but also includes babies in strollers.</p> <p><u>Philip Chapman</u> – has been following up on the men's health initiative. This was a government funded project. Philip is making contact with the people through Jane Kinsey to complete the follow-ups on the projects. Philip and a person in Wellington are working on doing a day's conference in Wellington on 1 June. There will be some people from the MoH in the morning and in the afternoon, Philip will present on the Getting Men Through the Door project.</p> <p>The S.A.D. men presentation was attended by approximately sixty people.</p> <p><u>Sue Stevenson</u> – has recently sold her house and has been packing. At work she has been doing 'flu injections. A diabetes course will be held in Wakefield in the near future. Sue noted that it is good to see NGOs connecting with the PHO and a pharmacist is also involved in the course.</p> <p><u>James Chisnall</u> – completed his final Fellowship visit on Tuesday and his hoping for a good result. This means that almost all the GPs at Greenwood Health Centre will be Fellows of the Royal New Zealand College of GPs.</p>			
10.	<p><b>Report   CEO</b></p> <p>Andrew spoke to his report and made the following points:</p> <ul style="list-style-type: none"> <li>NBPH introduced a high-needs subsidy for Cervical Smears for 'other' women. High-needs is normally defined as being Māori / Pacific Dep. 10 or quintile 5. However there are some women</li> </ul>	Report on cervical smear claims	Andrew	April Board report.

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	<p>who are also high needs that do not fall within the specification for Public Health funding. In order to address the need NBPH has budgeted \$30K per annum. Andrew noted that this arose from a meaningful indicator in the PPP data. Both Sue Stevens and James Chisnall commented that this is having a good result at Wakefield Health Centre and Greenwood Health Centre. James noted that most dep. 9/10 patients at Greenwood Health Centre are not Māori /Pacific.</p> <p>Andrew was asked to ascertain how many claims have been received.</p> <ul style="list-style-type: none"> <li>Referring to the CPE reported on page 8 of his report, Andrew noted that this builds on from the CME / CNE / CPME education.</li> <li>All but one practice in the PHO have, or are, undertaking Cornerstone Accreditation.</li> </ul> <p>The number of accredited practices is increasing. Wakefield Health Centre was the first practice to gain accreditation. Currently accreditation is not compulsory but there is every indication that future contracts will be conditional on having accreditation in place. The RNZCGPs is supporting accreditation by providing subsidies for practices.</p> <ul style="list-style-type: none"> <li>Targeted Youth Health contract – Vonnie Marshall was recruited to be the Youth Health Coordinator. Vonnie has been housed with NBPH for several years as the Strengthening Families Coordinator under a contract held with the Ministry of Social Development. The MSD contract has recently been renegotiated to transfer all the revenue and employment of the SF Coordinator to NBPH.</li> </ul> <p>Questions and comments follow:</p> <ul style="list-style-type: none"> <li>Philip congratulated staff on the 'Be Well Golden Bay for Health of Older People Day' held recently.</li> <li>Andrew clarified that the survey (page 11 of the CEO report) was sent to 2000 people across the Nelson / Tasman region (not just Nelson).</li> <li>Deirdre noted that a person had asked her what practices charge for under 6 year old flu vaccines. The feedback from the provider representatives was that some practices charge and some do not (it is a practice choice).</li> <li>Maria asked if Chronic Conditions is reported differently in the CEO report to what it was in the past. Andrew replied that it is now reported as Care Plus, Palliative Care etc. James noted that nurses are having Chronic Conditions workshops.</li> <li>Lisa asked for an update on the Youth Health Coordinator at Te Awhina Marae contract. Andrew replied that the contract ends in October. Current negotiations continue about how that role can support the Targeted Youth Health contract. If there is an ability to achieve this, we can make a variation to the contract with Te Rapuora Health now. NBPH will continue with negotiations with Te Rapuora Health. Andrew confirmed that the only contract NBPH has with Te Awhina Marae is the Youth Health contract.</li> </ul> <p>Jan thanked Andrew and staff for the report.</p>			
11.	<p><b>NMDHB – 2010 Calendar</b></p> <p>Andrew received a request from Peter Burton this week to reschedule the meeting time with NMDHB Board on 13 April to 12.15 pm-1.15 pm. This would coincide with the NMDHB Board meeting lunch break.</p> <p>Board members did not agree to the proposed change and Jan will make contact with Suzanne Win to find a more suitable and mutually acceptable date and time after both boards have seen the Golden Bay business case.</p> <p>Jan noted that there is an IHB meeting on 29<sup>th</sup> April, which she and</p>	<p>Contact Suzanne Win to reschedule Board to Board meeting</p>	Jan	ASAP

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	several NBPH Board members will attend.			
12.	<b>General Business</b> None			
13.	<b>Register of NBPH Committees</b> Noted			
14.	<b>Glossary of Commonly Used Acronyms</b>  Noted with request to update as follows: <ul style="list-style-type: none"> <li>- Research and Sabbatical Leave (RSL)</li> <li>- PHO Performance Programme (PPP)</li> <li>- Independent Practitioner Associations Council (IPAC)</li> </ul>			
15.	<b>Strategic Plan</b> The amended draft plan for 2010-2014 is in the closed section.			
16.	<b>Articles of Interest from NZ Doctor &amp; Other Media</b> Noted with the following comments: <ul style="list-style-type: none"> <li>- After-hours funding for practices is based on rural ranking scores that are currently being reassessed. The funding will soon change and this could affect Wakefield Health Centre. Currently their after-hours care is delivered via 96 Waimea Road.</li> <li>- The article in New Zealand Management magazine had some interesting comments on the future of health in New Zealand.</li> <li>- The article in the NZ Doctor magazine "Footing the Bill" gives credence to the argument that capitation is not a fair system. Wealthy people pay the same as poor people to see a GP.</li> </ul>			

Jan declared the meeting closed and Jane Kinsey and Naomi Arnold left the meeting.

The meeting closed at 6:45 pm

The next meeting will be on 22 April 2010 at 6.00 p.m.

Confirmed: J. R. Morgan  
Name: JAN MORGAN  
Date: 22 - 4 - 10

### Actions - Open Meeting 25 March 2010

a)	Email PHO Alliance meeting minutes to Board members	Jan	ASAP
b)	Report on cervical smear claims	Andrew	April Board report.
c)	Contact Suzanne Win to reschedule Board to Board meeting	Jan	ASAP