

NELSON BAYS PRIMARY HEALTH
Minutes - Open Board Meeting held on 24 February 2011
14 New Street, Nelson – Commencing at 6:10 p.m.

PRESENT: Jan Morgan (Chair); Sue Stevenson; Philip Chapman; James Chisnall; Jo Mickleson; Olivia Hall; Mere Wetere; Judene Edgar

IN ATTENDANCE: Andrew Swanson-Dobbs (Chief Executive Officer – NBPH); Jane Kinsey (Programme Development Manager – NBPH); Tanya White (Minute Secretary – NBPH)

PUBLIC IN ATTENDANCE: Liz Richards; Pat Curry (Nelson Hospice); Kindra Douglas (Manager: Victory Community Health Centre); Jill Clendon (Committee Member: Victory Community Health Centre)

APOLOGIES: Lisa Lawrence

Item	Decision / Discussion
1.	<p>Welcome / Karakia</p> <p>Jan Morgan opened the meeting at 6.10 p.m. and called for a few moments of reflection on the tragic events in Christchurch.</p> <p>She welcomed everyone; Kindra Douglas and Jill Clendon from Victory Community Health Centre and Liz Richards, Pat Curry and Jane Kinsey.</p> <p>Jo started the meeting, expressing sympathy for the people of Christchurch and gratitude for the fact that we can look to the future with optimism and proceed with a shared vision and good work.</p>
2.	<p>Presentation: Victory Community Health Centre (VCHC)</p> <ul style="list-style-type: none"> • Kindra briefly introduced and described VCHC as a community-based organisation offering low cost, accessible and appropriate health and social services. The Centre is a unique partnership between the school and the community engaged in the provision of services and activities, which enhance wellbeing. • Since its inception in 2007, the centre has had a relationship with the Families Commission and featured in the Commission's recent <i>Paths to Victory</i> report and the DVD <i>Why Families Matter</i>. • Families Commission and Inspiring Communities are sponsoring the Victory Village forum, which is an extended, national conversation/dialogue bringing together a group of innovative school and community leaders and practitioners and representatives from local government, central government, support agencies, service providers, philanthropic organisations and NGOs. • NBPH is already an important supporter of VCHC (funding Access Liaison Nurse, Be Well programme, etc.) VCHC now invites NBPH to become a partner in the Victory Village Forum. Victory Village needs sponsorship of \$40,000 to make the forum wholly viable. Families Commission is contributing \$20,000; Victory is looking for the balance. • Forum website: www.confer.co.nz/victoryforum/; Victory website: http://www.community.net.nz/communitycentre/news/national/victoryvillage.htm • Philip asked about funding from Families commission – not from 'Blue Skies', but from the Innovation Fund. • Judene asked whether the rural sector will be included – the model will be community led and therefore requires input from all communities in order to be relevant to all communities. • In response to a question from Jo, Kindra confirmed that the population of Victory Village is very stable, much more so than it historically was. • Olivia expressed concern about the people on the ground involved with community work being able to afford to attend the forum. • Mere asked for tangible outcomes for NBPH in terms of improving health. NBPH will benefit from exposure and improved relationships/trust. • The forum will be held on 27 – 29 April 2011.
Kindra and Jill left the meeting at 6:39 p.m.	
3.	<p>Apologies</p> <p>Resolution</p> <p><i>That the apology from Lisa Lawrence is <u>accepted</u>.</i></p> <p>Moved: Mere Wetere / Jo Mickleson CARRIED</p>
4.	<p>Register of Interests</p> <p>Update the Register of Interests as follows:</p> <ul style="list-style-type: none"> • Philip is now the Chair of Te Rito

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	<ul style="list-style-type: none"> James is not a trustee of the organisation yet, but is driving the Charity Hospital initiative. 		
5.	Confirmation of Agenda <u>Confirmed</u> as notified with the following additions to be added under General Business: <ul style="list-style-type: none"> NBPH Emergency Earthquake Response 		
6.	Confirmation of Minutes <u>Resolution</u> <i>That the minutes of 27 January 2011 be <u>accepted</u> as a true and correct record</i> Moved: Judene Edgar / Mere Wetera CARRIED		
	5.1 Matters Arising		
	<ul style="list-style-type: none"> Philip pointed out that anyone on a subcommittee of the DHB is excluded from any other governance body, not just the PHO. Olivia will raise the issue of the Māori Health Report at the time of Strategic Planning. 		
	5.2 Action Points	Who	When
	a) NBPH/NMDHB Board-to-Board Meeting <ul style="list-style-type: none"> Jan to advise on date and time as soon as she hears from Jenny Black in this regard. Meeting will take place on 8 March at 4:30pm for 5:00pm start. 	Jan	Complete
	b) Māori Health Overview <ul style="list-style-type: none"> Luke to provide a summary of issues/trends in future reports, if possible. This will be included in future quarterly reports. 	Andrew	Complete
	c) General Practice Statistics <ul style="list-style-type: none"> Andrew to bring breakdown per practice with regard to age, gender, ethnicity, etc. to the next Closed board meeting. Statistics on age, ethnicity and deprivation included in the closed agenda. 	Andrew	Complete
7.	Correspondence of Significant Interest <ul style="list-style-type: none"> <u>Diabetes NZ – 10-02-2011 and 14-02-2011, p.15</u> The first letter seemed to indicate a breakdown in the relationship, but this was not the case as the second letter shows. <u>NMBHB re Care Plus – 08-02-2011, p.19</u> A positive response to NBPH letter from November 2010 requesting permission to make changes to the Care Plus programme. <u>Letter from Paul Johnstone – 08-02-2011, p.21</u> Announcement of a follow-up after similar audit exercise in 2008. 		
8.	Report Chair <ul style="list-style-type: none"> Jan attended CGG meeting to represent the Board, as it was the first one of the year and the ELT members from the DHB had been invited. As with the AGG meeting the tone of these subcommittee meetings is very positive. Olivia and Jo would still like to attend, as would other board members. 		
9.	CEO Report <ul style="list-style-type: none"> Andrew submitted a revised report that is more strategic in nature, as the traditional activity report will be replaced by the quarterly organisational report. After another round of advertising we will now proceed to the interview stage for the Assistant Director of Nursing role and the Junior Programmer/Analyst role. There will be a Business Case for the Golden Bay project in the March Board meeting. Jan called on Philip and Jane to report on the AGG meeting. AGG is another subcommittee to advise the board. Jane hopes that the AGG can be a two-way forum: providing opportunities for community groups to raise issues with NBPH, as well as for NBPH to use as a forum to address issues or challenges regarding 		

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	<p>the development and delivery of programmes; a vehicle for the community reps to have a relationship as governors with the broader community. The AGG could also establish links with the Clinical Governance Group and will operate along similar lines as the CCG.</p> <ul style="list-style-type: none"> Judene requested an update on the AGG Terms of Reference. They have not been changed significantly since they were developed, but will come back to the Board at the next meeting. Judene questioned board representation on clinical, community and iwi groups. This will also be explored at the facilitated feedback session.
10.	<p>Report Board Members</p> <ul style="list-style-type: none"> Mere reiterated concern for people of Christchurch, both personally and from a Council perspective, where she has been working to update and assist Cantabrians. Philip has chaired his first Te Rito meeting. He is still working with the Cancer Society in Palmerston North. Judene involved in TDC annual plan work and rate setting – 2% of rates increase this year will go towards cover for disasters, e.g. flood damage, although it is nothing compared to Christchurch. Olivia is still working on exactly how she can use her role to contribute towards improving Maori Health. Sue has just completed an asthma audit at the Wakefield Health Centre. James has been progressing the Charity Hospital concept and will report on it in the closed meeting, He is very committed to this initiative, but finding it challenging to juggle his various other workloads alongside it. Jo has been involved in the latest consultation document from PHARMAC; it is huge and includes issues around removing closed control and giving special authorities to patients, etc. It's clear to pharmacists what it is trying to get rid of, but not so clear what will replace it.
11.	<p>Nelson Marlborough Health Alliance</p> <ul style="list-style-type: none"> A copy of a presentation that was given at an ELT meeting about the relationship between the two PHOs and the DHB and the way in which we can replicate what has been achieved by the Canterbury Initiative. Changes in clinical pathways will be clinically led. Carey Virtue has been appointed to lead this process for the DHB. Meetings around pain, obesity and dementia are progressing, but it's not a quick process and each workstream can take up to a year,
12.	<p>General Business</p> <p>12.1 Emergency Response to the Christchurch Earthquake</p> <ul style="list-style-type: none"> Canterbury Hospital is coping well and the message is please not to send any help; the preference is to send people out of the area, as there are too many logistical problems in Christchurch to accommodate helpers. There is a central point of contact in the DHB and a central point of contact in the PHO (Bobbie Hutton) and communication out to general practice is working well. Visits to GPs here by anyone from Canterbury will be paid for by the health system; they will not have to pay the \$3,00 co-payments on prescriptions and also have free access to any of our primary mental health services. There are regular teleconferences between the PHOs and the DHB to ensure that we coordinate things appropriately. Te Awhina and Whakatu Maraes will be open from the weekend.
13.	<p>Glossary of Commonly Used Acronyms</p> <p>Noted (with additions suggested above to me made)</p>
14.	<p>Strategic Plan 2010-2014</p> <p>Noted</p>
<p>Jane Kinsey, Liz Richards and Pat Curry left the meeting at this point.</p>	

The meeting closed at 7.25 p.m.

The next meeting will be on 24 March 2010 at 6.00 p.m.

Confirmed:

J. R. Morgan

Name:

JAN MORGAN

Date:

24 - 3 - 11

Actions - Open Meeting 24 February 2011

	Action	Who	When
a)	Clinical Governance Board members would like an invitation to attend a CGG meeting.	Andrew	ASAP
b)	AGG The final Terms of Reference will be included in the next Board Pack.	Andrew	ASAP