



**Minutes of Meeting
Northland District Health Board
Board Meeting**

**11.15am, Monday, 25 January 2021
Tangihua Room, Tohora House, Whangarei Hospital**

Present

Harry Burkhardt – (Chair) (Part)
Ngaire Rae (Deputy Chair)
Nicole Anderson Vince Cocurullo
Libby Jones (via Zoom)
Sally Macauley

Kyle Eggleton
Debbie Evans (via Zoom)
Carol Peters (via Zoom)
Mataroria Lyndon (part)
John Bain

In Attendance

Nick Chamberlain (part), Mike Roberts, Maree Sheard, Ian McKenzie, John Wansbone, Kathryn Leydon, Jeanette Wedding, Marty Rogers, Liz Inch, Paula Douglas (minutes) Lyn Rostern (part), Susanne Scanlen (part)

Meeting was opened by the Deputy Chair

Register of interests

No changes noted

Apologies

None noted.

1. CONFIRMATION OF OPEN MINUTES

1.1 Confirmation of Minutes 16 November 2020

IT WAS MOVED THAT the minutes of the meeting held on 16 November 2020 be accepted

***Vince Cocurullo /Sally Macauley
Carried***

1.2 Matters/ Actions Arising

1.2.1 Patient Experience Survey Methodology

- Included in agenda item 2.1

1.2.2 Northland Health Strategy Update

- Presented to Equity in Hospitals and Equity in Community Committees

1.2.3 End of Life Choice Act

- Paper included
- Act comes into effect November 2021 only to patients who meet the criteria.

1.3 Confirmation of Minutes 11 January 2021

IT WAS MOVED THAT the minutes of the meeting held on 11 January 2021 be accepted

***Libby Jones / Vince Cucurullo
Carried***

2. QUALITY & SAFETY GOVERNANCE

2.1 Summary Report – January 2021

- Report was taken as read.
- Patients' stories were acknowledged by the Board.
- There was a response back from CRAB software group that have been tasked to undertake benchmarking with Northland DHB and have measured outcomes by ethnicity.
- The report indicates that the outcomes data for Māori with various health issues is different to the outcomes reported by the hospital. This needs to be clarified further before this can be presented to Board.
- There is no clear equity gap shown as a result of this report.
- The research that went into the report was very thorough.
- Patient experience survey question 'Do you feel your individual and/or cultural needs are being met?'; note that disability data is not currently captured. Board asked that this was teased out further to provide further information to the Board.
- Support is currently given to the deaf and hard of hearing but Chief Medical Officer (CMO) will obtain further information relating to other disabilities.
- It was requested that the criteria is broken down into Māori and non-Māori to ensure that all ethnicities are included going forward
- Good positive responses to question 7 relating to conflicting information from members of staff.
- Query on if there is any plan to move to electronic patient notes as opposed to hard copies. It would be a massive change. This has been trialled in the past with no success. A further update can be provided and CMO will speak to IT and other involved parties. Transfer of information is a huge area and has a huge impact on patients and finances.
- Discharge ('transfer of care') information is tracked and is important. The aim is that patients leave the hospital with this information and it is also sent to their GP within 24 hours although this can be delayed by weekends and complex patients.
- Query the blanket tolerance for the hand hygiene that is noted in the report. Confirmation requested that data is accurate
- Where there are material changes from the previous months in the data it was requested by the Board that these highlights and improvements are noted in the executive summary. Request for highlights and low lights to be included

2.2 Health Round Table Benchmarking Summary

- This is to provide background information as to how the Health Roundtable works.
- Nursing staff are extremely diligent in reporting falls.
- Funnel plot – October/September data, interested to see previous data to be able to compare to previous data.

3. Decision Items

3.1 Bad Debts for Write Off

- Seeking Board's approval to write off debt as detailed.
- This has previously been reviewed by the EwR committee who have requested further information for their March meeting on our bad debt recovery rate and how we compare nationally for Bad Debt write-offs.

- Todays write off is part of business as usual.

IT WAS MOVED THAT the Board **approves** the write off up to \$38,989.75 as bad debts noting that these fall well within the provision for doubtful debts.

**John Bain / Vince Cocurullo
Carried**

4. System Performance

4.1 Finance Report

- The report was taken as read.
- The report was taken as read & noted by the Board
- To the end of December the year to date operating result is unfavourable by \$300k.
- Year to date incremental COVID-19 costs are now \$1.8m & the estimated cost of the Holidays Act remediation is \$943k bringing the reported result to a deficit of \$800k.
- We often have some swing between the December and January result due to delays in capture of annual leave over Christmas & the New Year. The introduction of daily electronic timesheets should help this next year.

4.2 NDHB Funded Services Dashboard

- The report was taken as read

4.2.1 NGO Dashboard Deep Dive – Health of Older People and Long Term Support Services

- The report was taken as read
- This paper is provided in preparation for the annual contract cycle when the Board is requested to sign off contracts over \$1m.
- In 2020 due to COVID-19 there was a large bundle to sign off at one time. This paper is a precursor to contract renewal paper to see what the projects look like and for the Board to provide feedback before these are brought to the Board.
- Board noted there are issues with the definitions of disability as it is understood to relate to personal care, toileting needs and home help.
- Confirmed that household management assistance is provided where there is a personal care need, such as shopping assistance and basic cleaning where a person is most compromised such as the bathroom/toilet area.
- Another area that could be considered going forward is where patients are unable to carry out elements of normal daily living. There is a central piece of work being undertaken looking at the service specs and possible changes will be made. Rollout 1 July 2022.
- Respite and carer support services is not available in Dargaville. Alzheimers Northland have put in day care programmes/respite care programmes but these have been impacted by COVID-19.
- With the aging population going forward there will be an increasing need for these care programmes.
- Kaupapa Māori NASC service in the Far North – currently completing a recruitment process for a Needs Assessor. Te Hiku has upward of 100 clients and is a particular area that is being focused on as there has been a large staff turnover.
- It is a similar situation in the Hokianga.
- 9 beds across Northland for respite care is not sufficient. Working on a respite services plan for this year for current and future projected demand – there are a number of options that are being looked at and this proposal is being seriously considered.
- A plan will be completed this year.

5. CHAIRS REPORT

- Report was taken as read.
- Minister/Mayors visit in February – was the intention of getting people on board with the new build.
- There will be further communications coming out in regard to the response to the latest COVID-19 cases. This will be covered later in the meeting.
- Land update in Kerikeri - there is a process in place and have gone back to Ngati Hine advising that we are unsure if the land would be available.

6. CEO'S REPORT

The CEO spoke to his report

Key Issues and Discussion Points

- Page 91 – Faster Cancer Treatment down to 62% in December. There are trackers in place and sometimes these can be a little misleading. Only a few fit the criteria for the tracking and agree that the numbers are concerning for this quarter and will be looking into this.
- Individual placement and support employment services - Mid and Far North.
 - Mental health support in relation to employment has been seen as a key part of recovery but people often don't get a real shot at employment. This scheme has a person walk alongside the candidates to assist with issues and also help soften the blow when things go a little off track.
 - This was part of a relationship with MSD using money that was allocated elsewhere, it is relevant to Mental Health, addiction and other settings and also applies to the general public that are having issues.
 - There are also impacts for those that struggle with drug use and the associated drug testing that is often undertaken with employment.
- There is a new Clinical Psychologist starting in March – it appears given the number of people on the waitlist it would seem prudent to hire more than 1 if the staff were available. There is not enough resource to recruit additional staff members for this area.
- If we were to grow further, Northland DHB could become the go to place for Māori psychologists and this may draw the candidates out of the woodwork and get them on board.
- Waiting time for youth on remand in Mt Eden Prison for a psychologist report may be up to 8 weeks.
- Youth Forensics Services are provided regionally via a hub and spoke model so do not have any further information on hand.
- This information could be obtained via another DHB should this be required.
- These inmates are not seen by Northland staff yet they are still our people. Further information will be provided to the Board.
- Suicide prevention coordination reporting provides us only age and ethnicity data and not associated risk factors to cases; there could be further information provided from the coroner's report.
- The 2020 year had a higher number of Māori suicides than in past years.
- Latest data received in December noted a suicide on 18 December 2020 totalling 36 suicides ranging 16-67 in age with 20 of those being Māori.
- In May 2020 there was a report in the Board pack providing additional information.
- There are 2 suicide prevention staff and one vacancy.
- There is a number of risk factors noted that contribute to these numbers and not necessarily connected to mental health services.

7. INFORMATION REPORTS AND UPDATES

7.1 Hospital Activity over the Christmas/New Year Holiday Period

- Report was taken as read.
- There was concern heading into this period but it did not result in the chaos that was predicted.
- There was a great team on board with excellent interventions.
- The numbers did not differ hugely from last year.

- The number of times the hospital was in code red and code black did not differ significantly from the previous year.

7.2 Equity in the Community Committee Chairs report – 7 December 2020.

- A very full meeting with a lot of presentations.

8. NEXT MEETING DETAILS

The next meeting will be held at 11.15am on Monday 8 March 2021 in the Tangihua Room, Tohora House, Whangarei Hospital.

9. RESOLUTION TO EXCLUDE THE PUBLIC

Recommendation:

That the public be excluded from the following part of this meeting, under Schedule 3, Clause 32 of the NZ Public Health & Disability Act 2000 and in accordance with the Official Information Act 1982 as detailed in the table below;

Agenda item and general subject of the matter to be discussed	Reason	Reference
10.0 Risk Management/Initiatives	Commercial Activities: To enable the Board to carry out, without prejudice or disadvantage, commercial activities Negotiations. To enable the Board to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	9(2)(i) 9(2)(j)
11.0 Mahitahi Hauora	Negotiations. To enable the Board to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	9(2)(j)
12.0 Confirmation of Public Excluded Minutes 12.1 Confirmation of Minutes 16 November 2020 12.2 Matters/Action Arising 12.3 Confirmation of Minutes 11 January 2021 12.4 Matters Actions Arising	For reasons previously given	
13.0 Decision Items	Commercial Activities: To enable the Board to carry out, without prejudice or disadvantage, commercial activities Negotiations. To enable the Board to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	9(2)(i) 9(2)(j)
14.0 Information Updates 14.1 COVID-19 Update 14.2 Capital Programme Report 14.3 Equity with Resources Committee Chair's Report Meeting – 7 December 2020 14.4 Draft Board Work Programme 2021	Commercial Activities: To enable the Board to carry out, without prejudice or disadvantage, commercial activities Negotiations. To enable the Board to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	9(2)(i) 9(2)(j)

IT WAS MOVED THAT the public be excluded.

***Ngaire Rae / Vince Cucurullo
CARRIED***

10. CONFIRMATION OF MINUTES

The minutes were confirmed

11. RISK MANAGEMENT / INITIATIVES

The updates were discussed

12. DECISION ITEMS

There were no matters for consideration

13. INFORMATION UPDATES

The updates were discussed

The meeting closed at 4.41pm

Confirmed that these minutes constitute a true and correct record of the proceedings of the meeting

CHAIR _____

DATE _____