

**MINUTES OF THE MEETING OF THE
NORTHLAND DISTRICT HEALTH BOARD**

**HELD ON MONDAY 15 JULY 2019
TANGIHUA MEETING ROOM, TOHORA HOUSE, NORTHLAND DHB
COMMENCING AT 10.45AM**

PRESENT

Sally Macauley (Chair)
Sue Brown (Deputy Chair)
Debbie Evans
Colin Kitchen
Denise Jensen
Sharon Shea (via Zoom)

Libby Jones
John Bain
Gary Payinda
Craig Brown

IN ATTENDANCE

Nick Chamberlain, John Wansbone, Mike Roberts, Meng Cheong, Paul Welford, Dee Telfer, Harold Wereta, Neil Beney Kathryn Leydon, Paula Douglas (minutes) Dr Marcus Lee (part)

APOLOGIES

June McCabe

The meeting was opened with a karakia opened

IT WAS MOVED THAT the apologies be accepted

**Colin Kitchen / Sue Brown
Carried**

REGISTER OF INTERESTS

The Register of Interests was noted.

ATTENDANCE REGISTER

Register was noted

1. CONFIRMATION OF OPEN MINUTES

1.1 Confirmation of Minutes 27 May 2019

IT WAS MOVED THAT the minutes of the meeting held on 27 May 2019 be accepted

**Libby Jones / John Bain
Carried**

1.2 Matters/ Actions Arising

1.2.1 ANZACS QI Data

- Presentation on Acute Coronary Syndrome to meeting by Dr Marcus Lee, Cardiologist
- Currently patients are flown to Auckland DHB if they require an invasive angiography
- GM Medicine, Health of Older People, ED & Clinical Support to investigate possible solutions and costs relating to transport of patients between Whangarei and Auckland and report back to August meeting. Options to be considered include (but are not limited to) a taxi service to return patients to Whangarei, recruit and staff an additional ambulance and provision of a dedicated vehicle to transport patients.
- Communications to go out to other DHBs to see if there is any cath lab capacity elsewhere.

2. QUALITY & SAFETY GOVERNANCE REPORT

2.1 Summary Report – May 2019

- Report was taken as read.
- Presentation to Board by Ayshea Green, Manager Quality & Improvement Directorate was deferred to next meeting.
- Patient stories noted by the Board.
- Sentinel events – the number that have been recorded over the past 6 months has not breached policy but are being watched very carefully.
- There have been more serious events than usual.
- Patient experience – Cultural Support – the rolling average for both questions has changed, data reflects an increase from 94-96%.
- Feedback on religious and spiritual support – maintaining an increased level at 96%

3. CHAIR'S REPORT

The Chair spoke to the report, which was received and taken as read.

Key Issues and Discussion Points

- Conversation with Dr David Clark – Minister of Health. Was able to deliver Northland DHB proposed budget plan and the planned care elective surgery and recovery plan.
- Ophthalmology – staffing issues experienced and struggling to get locums. Minister enquiries received due to the national issue around ophthalmology and waiting times.
- 8 August all DHB Chairs are meeting to undertake a workshop on obesity. Obesity is nearing epidemic levels across the country.
- Attended the launching of Mahitahi Hauora on 28 June 19 held at the Treaty Grounds at Waitangi.

4. CEO'S REPORT

The CEO spoke to his report, which was received and taken as read

Key Issues and Discussion Points

-
- Health targets – ED length of stay; the demand is clear with a real need for doctors and nurse practitioners
- An isolation room is being pushed as a priority. Work is due to be completed in the next few months.
- Immunisation remains a concern..
- Wellbeing budget – the increase is significantly less than last year's. The increase received was for demographic and cost pressure. This is an evident challenge across all DHBs. The budget offered some positive initiatives particularly the primary Mental Health funding.
- Ministry are mindful of the report from the Mental Health review – there is awareness of a number of models that are currently working well. These will continue and be funded going forward; also looking at other models available.
- Healthy Active Learning – an investment made in schools through Sport NZ and in particular Sport Northland. Northland is a prototype region.

- Waitangi Tribunal – a summary on the findings and recommendations is to be presented to August meeting.
- Methamphetamine pilot has ongoing funding from the Ministry for the next 2 years.
- IT project – electronic signoff – this is going well; has had a positive impact on clinicians and patient safety.
- Measles and meningococcal still remain an issue.
- Rheumatic fever – issue is one of overcrowding and poverty. Maori population are more at risk than others. Doing what we can to reduce impact in relation to poverty, working intersectorily around housing. 10k houses have been retro fitted to date, this increases the warmth in the houses which reduces overcrowding in one area and lessens chances of contracting disease.
- A comprehensive throat swabbing programme through schools continues in efforts to reduce rheumatic fever.
- Kaitia GP shortage – additional nursing is being provided to support the after-hours services. The new service has only been in place for the past 2 weeks. Mahitahi Hauora have worked in support with Northland DHB but the responsibility lay with Mahitahi Hauora to have a remedy to the situation.
- There is a rapidly growing number of nurse practitioners. An official support programme is in place. It is important not to undervalue the clinical expertise provided by doctors but potentially offering doctors and leaders the opportunity to focus on the tasks that are reliant on their technical expertise is optimal.

5. DECISION PAPERS

5.1 Memorandums of Understanding 2019 Triennial Board Election

- Paper was taken as read
- These MoU relate to the mechanisms to conduct the elections and the appointment of electoral officers.

IT WAS MOVED THAT the Board:

- ***Authorises*** the Chief Executive to sign Memorandums of Understanding on behalf of Northland DHB with Far North District Council, Whangarei District Council and Kaipara District Council for the conduct of the 2019 Triennial Board election.

John Bain / Libby Jones
CARRIED

5.2 Bad Debts For Write Off

- Paper was taken as read
- Majority of the debt is from one individual who is not a NZ citizen
- Situation has been brought to the attention of immigration NZ and the relevant Embassy; both have declined to intervene.

IT WAS MOVED THAT the Board:

- ***Write off*** up to \$335,531 as bad debts noting that these fall well within the provision for doubtful debts.

Craig Brown / John Bain
CARRIED

6. SYSTEM PERFORMANCE

6.1 Health Measures

- The report was taken as read.

6.2 Finance Report

- The report was taken as read.
- Actual operating deficit of \$8.2m – \$500k behind budget
- Vacancies due to high locum use
- Tracking close to where we need to be for year end.

6.3 Northland District Health Board Funded Services Dashboard

- The report was taken as read.

7. INFORMATION REPORTS & UPDATES

7.1 CPHAC/DiSAC Chair's report – Meeting 24 June 2019

- The minutes were noted and taken as read.
- Anna Marwick, Sport Northland presented to the meeting. Northland DHB are undertaking joint work with Sport Northlandas there is a clear synergy and alignment.
- Working with education sector on new initiatives to allow change to the school culture and environment
- Healthy active learning is one of the initiatives being rolled out.

8. NEXT MEETING DETAILS

The next meeting will be held at 10.45am on Monday 26 August 2019 at Tangihua Room, Tohora House, Northland DHB.

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	Confirmation of minutes for meeting held 27 May 2019 - public excluded session	For reasons given in the previous meeting	

11.0	Risk Management/Initiatives	<p>Commercial Activities: To enable the Board to carry out, without prejudice or disadvantage, commercial activities</p> <p>Negotiations. To enable the Board to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>9(2)(i)</p> <p>9 (2)(j)</p>
12.0	<p>Decision Papers</p> <p>12.1 Combined Dental Services Agreement</p> <p>12.2 Whangaroa Health Services Trust</p> <p>12.3 Regional Collaborative Community Care</p> <p>12.4 Draft Public and Population Health Annual Plan 2019/20</p> <p>12.5 healthAlliance Class C Share Issue</p> <p>12.6 Delegations of Authority Policy</p> <p>12.7 Remuneration & Governance Committee Terms of Reference</p> <p>12.8 Whangarei Hospital Surgical Wing Condition Report</p> <p>12.9 NDHB Proposed Budget 2019/20</p> <p>12.10 Equity Injection</p> <p>12.11 Whangarei Community Mental Health Hub Business Case</p>	<p>Commercial Activities: To enable the Board to carry out, without prejudice or disadvantage, commercial activities</p> <p>Negotiations. To enable the Board to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>9(2)(i)</p> <p>9(2)(j)</p>
13.0	<p>Information Updates</p> <p>13.1 Northland Tobacco Control</p> <p>13.2 Annual Plan 2019/20 Progress Update</p> <p>13.3 Holidays Act</p> <p>13.4 Capital Projects Report</p> <p>13.5 FRAC Chair's report – Meeting 24 June 2019</p> <p>13.6 Financial Results 18 – 19</p> <p>13.7 Capital Charge and Equity Injection</p>	<p>Commercial Activities: To enable the Board to carry out, without prejudice or disadvantage, commercial activities</p> <p>Negotiations. To enable the Board to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>9(2)(i)</p> <p>9 (2)(j)</p>

IT WAS MOVED THAT *the public be excluded.*

Libby Jones / Denise Jensen
CARRIED

10. CONFIRMATION OF MINUTES

The minutes were confirmed

11. RISK MANAGEMENT / INITIATIVES

The updates were discussed

12. DECISION PAPERS

The submissions were approved

13. INFORMATION UPDATES

The updates were discussed

The meeting closed at 3.38pm

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

CHAIR _____

DATE _____