



Minutes of Meeting Northland District Health Board Board Meeting

10.45am, Monday, 9 March 2020

Tangihua Meeting Room, Tohora House, Whangarei Hospital

Present

Harry Burkhardt – (Chair)
Ngaire Rae (Deputy Chair)
Nicole Anderson
Vince Cocurullo
John Bain

Kyle Eggleton
Debbie Evans
Sally Macauley
Carol Peters
Mataroria Lyndon

In Attendance

Nick Chamberlain, John Wansbone, Joyce Donaldson, Pip Zammit, Harold Wereta, Paul Welford, Mike Roberts, Dee Telfer Te Ihi Tito
Kathryn Leydon, Paula Douglas (minutes)

Susan Botting, Beryl Wilkinson

Apologies

Libby Jones

IT WAS MOVED THAT the apologies be accepted

**John Bain / Mataroria Lyndon
Carried**

1. CONFIRMATION OF OPEN MINUTES

1.1 Confirmation of Minutes 28 January 2020

IT WAS MOVED THAT the minutes of the meeting held on 28 January 2020 be accepted

**Vince Cocurullo / Carol Peters
Carried**

1.2 Matters/ Actions Arising

1.2.1 Quarterly reporting on B4 School Checks

- Plunket in Northland has pulled out of their contract to provide B4 School Checks on behalf of Northland DHB. This has not happened anywhere else in NZ.
- Response from Plunket NZ was that it was no longer financially viable for Plunket to provide the service in Northland.
- B4 School checks are now being covered by our Public Health nurses and Tamariki Ora

- Although Plunket have withdrawn from this service there is still a commitment to reach the annual targets.
- The potential impact of the COVID-19 virus on our Public Health Nurses workload capacity could be significant and this in turn could impact the achievement of the B4 School check targets.
- The Public Health Nurse team are usually pulled in to assist with patient care management during major crisis incidents eg measles and meningococcal.
- Public Health Nurses have a really good model for approaching the B4 School checks.
- Public Health Nurses have an enhanced view of children's wellbeing needs.

1.2.2 Plunket exit from B4SC contract with Northland DHB

- As above

1.2.3 Statistics on hapu mama who are smoking at the time of delivery

- Covered in CEO report

1.2.4 Quality & Safety Governance Report

- Included as an agenda item.

2. QUALITY & SAFETY GOVERNANCE REPORT

2.1 Summary Report – February 2020

- Report was taken as read.
- Patients' stories were acknowledged by the Board.
- As of next month, the reports/data will be broken down by ethnicity.
- Chief Medical Officer gave a presentation explaining the context/data of run charts.
- The number of compliments received over the last period has been stable.
- There were no significant complaints noted.
- Mental Health closure rates - these slipped back during the first 2 quarters, but have since been remedied. Two of the three complaints involved the Health and Disability Commissioner (HDC) and the others were of a complex nature requiring intervention from the Māori Health Directorate.
- Tracking well with the reduction in number of complaints to HDC; a significant fall in numbers was noted.
- It was requested that DHB comparison data be provided to give additional context to the reports. Chief Medical Officer to follow up to see if this is available.

3. CHAIR'S REPORT

The Chair tabled his report, which was received and taken as read.

Key Issues and Discussion Points

- Meeting with Te Kawa O Tanui – Māori appointed members to be part of the cohort
- Regional Governance Group; there is a significant appetite to collaborate at a higher level.
- CEO and Chair to meet with Director-General of Health in relation to funding.
- Where the Chair is unable to attend a meeting the Deputy Chair will attend.

4. CEO'S REPORT

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

Key Issues and Discussion Points

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- One of the biggest projects at the moment is the Regional Community Collaborative Care. This will impact the community and Mental Health areas.
- Goal is to have a highly functional patient portal for Community and Mental Health and potentially Primary Care as well.
- There is a real willingness between Northland and Waitemata DHB to join up and share resources.
- There has been an issue with faster cancer treatment due in part to lack of staffing and industrial action.
- One of the biggest service developments presently is Te Tumu Waiora.
- There is a Kaupapa Mental Health, Youth Mental Health and Māori Mental Health RFP out at the moment.
- Advanced Care Planning project; this is to provide patients with choice and ensure they have planned their care ahead of time. This will ensure that the wishes of the patient are known and implemented in all areas of care.
- A new e-referrals system is now live.
- Would like ethnicity data to be reported upon when available.

5. DECISION ITEMS

5.1 Board Committee Appointments

- Looking for a singular focus toward equity.
- The existing committees have been renamed, as follows:
 - Equity in Resources (Finance Risk and Assurance Committee). Nicole Anderson has been appointed Chair of this committee.
 - Equity in Community (Community & Public Health and Disability Support Advisory Committee). Ngaire Rae has been appointed Chair of this committee.
 - Equity in Hospital (Hospital Advisory Committee). Mataroria Lyndon has been appointed Chair of this committee.
- Board members who have capacity to attend are encouraged to join the meeting where possible.
- Membership of the committees - Need to be aware of the key membership of the committees and who will have voting rights.
- Equity in Community – need to ensure there are external members included on this committee; this is the responsibility of the Chair. Board members to speak to the Chair about any members of the community that they believe to be suitable to sit on the committee. Beryl Wilkinson and Jonny Wilkinson to be reappointed to Equity in Community (CPHAC/DiSAC) Committee.
- 90% of the membership has been set so an offline conversation in relation to the remaining members can be held. If a committee member is unable to attend a meeting then a proxy is to be sent in their place.
- Invites to external members for the Equity in Community (CPHAC/DiSAC) meeting to be sent as soon as possible.

5.2 Health and Safety Governance Programme 2020

- Activity for the next 9 months has been mapped out.
- Board needs to be clear about the Governance role required.
- A Charter for the group will be drafted and will be brought back to the meeting for feedback.
- Engagement in this process from the Board would be appreciated.

- Going forward any issues/actions raised through hospital walkabouts are to be captured so they can be followed up on.
- Board would like to see how H&S issues are actively managed and the organisations response to a health and safety event.
- Board actively seek to understand the risks.

IT WAS MOVED THAT the Board:

- **Approves** the proposed Northland DHB Health & Safety Governance Programme 2020

Ngaire Rae / Carol Peters

CARRIED

5.3 Position Statement on Equity

- Paper was drafted in 2019 and went to the Board with minor alterations made.
- It seeks to align policy documents so that the DHB as a whole starts to make changes particularly in relation to institutional racism.
- Board would like to see 'more meat on the bones' of the paper and have it go into more depth around the issues of equity.
- A position statement on equity is currently being drafted.
- A statement on the equity for Māori under Ti Tiriti o Waitangi is to be included in the changes as are the obligations to the key principles of the Treaty of Waitangi.
- Acknowledgement of equity is good but also need commitment to how we approach the other issues that impact on Māori.
- Need to see more evidence on how we are actually going to 'lift' Māori – the strategic statement does not really cover this.
- Paper was not endorsed by the Board. More work is to be done on it and then brought back for review.
- A working group to be assembled that includes members of the Board. The updated paper is to be sent to the members of the Board involved, for their input.

6. SYSTEM PERFORMANCE

6.1 Health Measures

- The report was taken as read.

6.2 Finance Report – January 2020

- The report was taken as read

6.3 NDHB Funded Services Dashboard

- The report was noted and taken as read.
- The Chief Financial Officer gave an overview to the Board on the report.
- There were no significant issues noted on the reports for the month.

7. INFORMATION REPORTS & UPDATES

7.1 COVID-19 (Coronavirus) Update: Presentation – Dr Catherine Jackson, Medical Officer of Health

- A presentation was given to the Board outlining key issues around the COVID-19 outbreak worldwide.
- Other illnesses that increase the risk of contracting the virus were outlined.

- Case fatality % rate in China has declined
- Confirmed cases around the centre of the global coronavirus outbreak were discussed.
- Current transmission data was covered.
- Comparisons between the COVID-19 virus and the influenza virus were presented.
- The public health response was explained and the goal is to 'stamp it out'.
- Guidance for primary care and emergency departments was covered and advice for correct PPE usage given.
- Proactive protection from the virus in the community was outlined with hand washing and drying, not touching your face and social distancing reiterated again as the most effective defence against contracting the virus.
- A reminder given that no situation is ever improved by panic and to wash your hands, a lot.

7.2 Māori Health Strategic Report

- Paper was taken as read.
- Captures the work undertaken over the past 15 months and gives an indicator as to where things are headed in the future.
- Board pleased to see such an affirmative approach to workforce.
- A broader approach to be documented and brought back to the meeting for feedback and discussion
- Need to ensure that no additional burden is placed on Māori Health providers and adding additional measures is not the answer. Need more genuine self-determination, less measures and to ensure the measures that are already in place are more meaningful.

7.3 Workforce Development Update

- Paper was taken as read
- An informational response to questions that were raised at the January 2020 meeting.
- Working at changing biases with hiring managers.
- New approaches are being taken; an Equity Manager has been employed to allow this to really start gaining traction.

7.4 Northland Health Strategy Progress Update

- Paper was taken as read
- Committed to providing a paper to each meeting to ensure the Board has the most relevant information available.

7.5 Hospital Activity – Hospital Equity Committee

- Noted and defer until the committee is set up and functioning.

7.6 2019 Triennial Election Report

- Paper was noted

8. NEXT MEETING DETAILS

The next meeting will be held at 10.45am on Monday 20 April 2020 in the Te Waka Hauora, Kaitaia 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	Confirmation of minutes for meeting held 20 January 2020 - public excluded session	For reasons given in the previous meeting	
11.0	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)
12.0	Draft Annual Plan 2020/21	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)
13.0	Decision Papers 13.1 HealthSource (formerly known as healthAlliance FPSC) Company Shareholding 13.2 Appointment to HealthSource NZ Ltd Board 13.3 Laboratory Biochemistry and Immunoassay Reagent Rental Agreement Equipment Consumables/Reagents and Associated Maintenance Services 13.4 Blood Transfusion Reagent Rental Agreement Equipment Consumables/Reagents and Associated Maintenance Services	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 Capital Projects Report	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	9(2)(i) 9 (2)(j)

		(including commercial and industrial negotiations)	
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IT WAS MOVED THAT *the public be excluded.*

John Bain / Nicole Anderson

CARRIED

10. CONFIRMATION OF MINUTES

The minutes were confirmed

11. RISK MANAGEMENT / INITIATIVES

The updates were discussed

12. ANNUAL PLAN GUIDANCE AND DRAFT 2020/21 BUDGET

The paper was discussed

13. DECISION PAPERS

The submissions were approved

14. INFORMATION UPDATES

The updates were discussed

The meeting closed at 3.45 pm

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

CHAIR _____

DATE _____