

## Nelson Bays Primary Health Board Meeting

Minutes of meeting held at 2.00pm on Thursday 1 June 2017 at Nelson Bays Primary Health, 281 Queen Street, Richmond

### Open

#### PRESENT:

John Hunter (Chair), Helen Kingston, Lisa Lawrence, Philip Chapman, Sarah Green, Sue Stubbs.

#### IN ATTENDANCE:

Angela Francis, Chief Executive; Karen Winton, Acting GM Health Services; Linzi Birmingham, GM Golden Bay Community Health (GBCH); Trudi Price, HR/Support Services Manager; Wolfgang Kloepfer, Finance Manager/Minute Taker.

**Public (1):** Ian Williamson

#### Public Forum

Mr Williamson briefly introduced himself to the Board.

#### 1.0 Welcome/Karakia – John Hunter

**2.0 Apologies:** Stuart Heberd; Pat Curry; Emily-Rose Richards, Board Secretary; Samantha Gee, Nelson Mail Reporter.

#### 3.0 Register of Interests

##### 3.1 *Amendment to the Register of Interests*

There were no amendments.

##### 3.2 *Declaration of Conflicts in Relation to Today's Business*

There were none.

#### 4.0 Confirmation of Agenda

The agenda was confirmed.

Dr Kingston added Māori language lessons for the Board.

#### 5.0 Confirmation of Minutes of 4 May 2017

The minutes of 4 May 2017 were confirmed as a true and accurate record.

##### 5.1 *Matters Arising*

There were none.

## 5.2 *Action Points*

The Action Point A61 was addressed in the Board papers and is now closed.

The Action Point A64 was also addressed in the Board papers and is now closed.

## 6.0 **Environmental Scan**

Mr Chapman contacted Mr Solomon following last Board meeting which Mr Solomon attended. Mr Chapman informed the Board that Mr Solomon intends to make a submission to Ministry of Health around Mental Health Care.

Ms Francis commented on the Budget presented by Finance Minister Steven Joyce in April. There were no big surprises. The lack of investment in Aged Care is of concern. Ms Francis gave board an overview of the key data relating to health.

Dr Kingston mentioned the screening of the controversial anti-vaccination film Vaxxed in Golden Bay. Dr Kingston and some other health professionals have written a letter to GB Weekly supporting vaccination. Her letter is as a member of the community, not as NBPH Board. Some further discussion followed.

Mr Chapman commented that Mental Health is becoming a focus in Health. Mike King's recent resignation from the national suicide prevention panel further highlighted Mental Health. The focus on the subject and the Mental Health review can be an opportunity. Ms Francis agreed and sees it as a chance for further primary care funding. NBPH is also contemplating a review of our Mental Health services

Mr Chapman also opened a board discussion about males not accessing health services to the same extent as females do. This is the case even though males have high health needs, evidenced for example by the high suicide rate or mental health statistics. The Board agreed that a review of the statistics would be beneficial. The Board also discussed that males as a group are vulnerable under many classifications.

## 7.0 **Reports**

### 7.1 *Chief Executive's Report – Open Section*

Report taken as read.

Ms Francis provided an overview of the highlights of her report:

- Financially the organisation is doing well
- The new Director of Primary Health Nursing position is funded 60/40 between NBPH and Marlborough Primary Health. The incumbent Christine Andrews, located in Blenheim, is now providing nursing leadership across both organisations
- Both Health Services and GBCH doing well against deliverables and budget
- Health Promotion: Nelson Marlborough Health (NMH) is undertaking a review of Health Promotion for the region. However, the DHB's definition of Health Promotion does not include personalised and targeted health promotion and therefore, could potentially pose a risk to the funding of our services should this be overlooked in the review
- NMH is currently planning a series of reviews in specific service areas, some of it interface with primary care. These include:
  - Mental Health
  - District Nursing
  - Palliative Care
- The Sapere Research Group report has only just been received. Management will undertake an analysis of the recommendations in the Sapere Research Group report and

provide this to the Board in July. This will be partially informed by the TOSHA discussion held in the second week of June. **A65**

#### 7.2 *General Manager Health Services Operational Report – Open*

Report taken as read.

Ms Winton gave the Board a verbal summary of the highlights of her report. This was followed by further Board discussions.

#### 7.3 *Health and Safety Update Report*

Report taken as read.

Ms Price also gave a brief verbal summary of her report and mentioned the CIM's training for management was progressing well.

### **8.0 Policies for Approval**

Noting that the relevant subcommittees of the Board have reviewed and recommended the policies to the Board for adoption, Mr Hunter suggested, and the Board agreed, that any policies with substantive changes would need to come back to the Board for approval. Small changes and minor corrections once agreed by the Board can be made by management and the policy does not need to be presented to the Board again.

#### ***Confidentiality Policy***

The Board approved the Confidentiality Policy.

#### ***Privacy Policy***

The Board approved the Privacy Policy.

#### ***Deputy Chairperson Selection Policy***

The Board approved the Deputy Chairperson Selection Policy, subject to the following amendments:

- Page 41, section 4, first bullet point: Selection Process is to be deleted.

#### ***Independent Chairperson Selection Policy***

The Board approved the Independent Chairperson Selection Policy, subject to the following amendments:

- Page 45, paragraph 1, section 5: The Chair of Te Tumu Whakaora is to be added to the Selection Panel.

#### ***Subcommittee Selection Policy***

The Board approved the Subcommittee Selection Policy.

#### ***Fixed Asset Management Policy***

The Board approved the Fixed Asset Management Policy.

Subject to the stated amendments, the Board resolved that all policies be approved.

*Hunter/Green*

### **9.0 Position Descriptions for Approval**

Noting that the relevant subcommittees of the Board have reviewed and recommended the Position Descriptions to the Board for adoption, the Board considered the following documents.

*Independent Board Chairperson Position Description*

The Board approved the Independent Board Chairperson Position Description.

*Trustee Position Description and Person Specification*

The Board approved the Trustee Position Description and Person Specification.

The Board resolved that both policies have be approved.

*Hunter/Chapman*

**10.0 Board Work Programme**

The Board Work Programme was received.

**9.0 General Business**

Dr Kingston opened a Board discussion if there was a better time for the agreed Te Reo lessons. The Board asked for Ms Winton to contact Mr Katu to ask if the time of the Board's Te Reo lessons can be moved to after the closure of the open Board meetings, prior to the closed Board meeting commencing. **A66**

The meeting closed at 3.10pm.

**Next Meeting:**  
Thursday 6 July 2017

Confirmed 6 July 2017