



Manawhenua ki Waitaha

**Trustee Board Hui Minitī Tuesday 20 November 2018
from 1031 till 1429**

@ 15 Show Place, Te Whare o Te Waipounamu, Kahuraki Room, Ōtautahi

Karakia Timatanga	Nau mai, karakia timatanga and karakia mo te kai by Wendy Dallas – Katoa.	
Kai Te Hui Present	Wendy Dallas – Katoa Toriana Hunt Ana Rolleston Jaana Kahu Tumanako Stone-Howard Ngaire Briggs Michelle Turrall Ruth Chisholm	Ōnuku Trustee Taumutu Trustee Wairewa Trustee Kaikōura Trustee (arrived 1048) Rāpaki Trustee Koukourārata Trustee Tuahiwi Trustee (arrived 1049) Kaiawhina
Manuhiri	Angela Mill Shirley Butcher Hector Matthews David Meates	CDHB Facilities Team, Programme Manager (Service and Process Design) CDHB Facilities Team, Project Manager CDHB Executive Director Māori and Pacific Health CDHB CEO
Tuku Aroha Apology	Maire Kipa	Wairewa Alternate
Nga Mate	Ka mihi matou ki te wareware matou ki te mahara ki etahi kua pahemo.	
Big Picture Korerorero	<p>1.0 Manuhiri arriving shortly:</p> <ul style="list-style-type: none"> - Burwood Hospital viewing room and pounamu shall be pursued by MKWT Strategy Subkomiti. MKWT aware there is a Burwood cultural komiti. Mary Gordon and Hector Matthews shall be consulted. As previously discussed, completion of displaying the pounamu at the entrance of the hospital shall be progressed. Consideration for motifs to be utilised in the hospital currently utilised. <p>Action Strategy Subkomiti to follow up with Mary and Hector to korerorero on Burwood viewing room and displaying pounamu.</p>	
Manuhiri	<p>2.0 At 1050 manuhiri arrived. Angela Mill, Shirley Butcher, Hector Matthews.</p> <p>Presentation given to Shirley Butcher (minutes attached) supported by Hector Matthews</p>	

and Angela Mill:

- Facility Development Team - Burwood is complete in 20 June 2016. Christchurch Outpatients occupied in Oct/Nov 2018. Princess Margaret Hospital still in business case stage.
- Outpatients. Carvings outside not yet installed. Awaiting road works to be sealed. The name of the Māori carvings at the entrance is *E tai e rua* passing of the tides, carved by local Riki Manual and blessed by Maurice Gray, CDHB Kaumatua.
- Kotuku carving and pounamu kohatu in Hector's office. These taonga are for the Christchurch Public Hospital site.
- Hillmorton Hospital – mother and baby unit designed around flexible numbers of inpatients; child and youth unit designed for age and gender flexibility; 3 whānau bedrooms for whānau to stay as this is a regional service. Adult site has high care areas rather than security unit. Seclusion is now obsolete however space is still required as a de-escalation area with a sub-lounge for mixing patients comfortably. A mould of the carvings into custom wood (two people talking and birds) from Christchurch Outpatients site and to be copied and utilised at Hillmorton Hospital. Riki Manual and Wendy Dallas-Katoa consulted. Carvings to be placed inside.
- ASB completed hopefully in 2019.


At 1158 manuhiri leave. Hector's korero:

- 96% immunised at 6 months for Māori tamariki. Cervical screening slowly up to 50% now. CDHB is the only DHB who has achieved their goal for immunisation.
- Monday 26 November 0815 mihimihi for the first Māori paediatric dental specialist.
- CDHB dental department has moved from Hillmorton Hospital to the Outpatients Department at Christchurch Public Hospital.
- Community dental moving towards whānau practice. Referral pathways to be reviewed.
- Waitangi Tribunal Hearing (Wai 2575). Claim of inequity removal of national hauora coalition of kaupapa services to be addressed. Hector to be witness for Crown.
- Māori Health Plans. Waitangi tribunal hearing submissions include He Korowai Oranga (Māori Health Strategy) and Te Kete Hauora (MoH's former Māori health business unit). Matthew Reid presented Hector's report to CPHAC table.
- Evon Currie, CE CDHB Community Public Health is putting a decisions support paper on why there is no Māori Health Strategy on CDHB and CPHAC table.
- Discussion around partnership relationship and MoH Māori appointed positions onto CDHB. A true relationship with Iwi would be equal representation and not currently 2 of the 11 CDHB Board members being Māori.

At 1228 David Meates arrives. CDHB broad overview on hospital facilities; Canterbury population; mental health services; Akaroa facility; Hagley outpatients; Greymouth and Buller facilities.

- David advocates and acknowledged the relationship difficulties between MKWT and CDHB Boards. He states it shall be a priority for next year.
- Discussion points on workforce; corrections population; earthquake population impact; domestic violence, drugs and mental health.

	At 1340 CDHB CEO & Executive Director Māori and Pacific Health leave.
Trustees Only Session	<p>3.0 No Upcoming Hui Declared. No Disclosure of Conflict. No Health and Safety Issues – nothing reported to Kaiawhina.</p> <p>Rūnaka Representative Appointments. Motion <i>That there is no longer a secretary position within MKWT.</i> Moved Ōnuku/Tūāhuriri. Carried</p> <p>Policy and Procedures. Action Policy and Procedures hui held on 19 November 2018 miniti and updated version of manual emailed to MKWT.</p> <p>Subkomiti. Workforce Development (Ōnuku, Rāpaki, Wairewa) Scholarship (Ōnuku, Tūāhuriri) Ngāi Tahu Health Summit (Koukourārata, Kaikōura, Tūāhuriri, Rāpaki) Strategy (Taumutu, Tūāhuriri, Kaikōura) Policy (Tūāhuriri, Kaikōura, Ōnuku, Wairewa)</p>
Previous Miniti	<p>4.0 Previous miniti dated 16 & 23 October 2018 Miniti</p> <p>Of note, 8.1 in 16 October 2018 Miniti not recorded that “Xero to be viewed at monthly MKWT Board Hui”.</p> <p>Action Xero is to be viewed and available electronically at monthly MKWT Board Hui. Board members shall have Read-Only access. Signatories shall have Full-Access.</p> <p>Previous miniti dated 16 and 23 October 2018 Miniti adopted and corrected as a true and correct record pending addition of 8.1. Moved Tūāhuriri/Kaikōura. Carried</p> <p>Action Email to Ashton Whelans spelling correction of Wairewa, Runanga replaces the word marae and for audited financial statements to adorn MKWT letterhead Audited Financial Statement. Moved in principle – Tūāhiwi/Ōnuku. Carried.</p> <p>Action Norm Dewes, Charlie Crofts – building relationships with Māta Waka. Coffee plan with Tumuaki.</p> <p>Action Burwood Hospital Māori name for Strategy Subkomiti/Tūāhuriri to follow up.</p> <p>Action Burwood Hospital Kohatu for Strategy Subkomiti to follow up. Moved Kaikōura/Ōnuku Carried.</p> <p>Action Dropbox to be utilised using a business account to be organised by Kaiawhina.</p> <p>Actions Remaining Moved to next MKWT Board Hui in December. Of note, all future actions shall be written in bold. Of note, Hui-A-Tau and General Miniti shall be presented as two separate documents.</p> <p>5.0 Miniti dated 19 November 2018 adopted as a true and correct record. Moved Tūāhuriri/Kaikōura. Carried</p>

	Correspondence In/Out
Reports Tumuaki Kaitiaki Moni In – Komiti Kaiawhina	<p>6.0 Verbal Report.</p> <p>7.0 Invoices and Financial Reports for November 2018 approved as a true and accurate record and payments approved and to be paid. Moved Taumutu/Tūāhuriri Carried.</p> <p>7.1 – 7.6.</p> <p>8.0 Presented as workload activities for October/November.</p>
General Business	<p>9.0 Appointments Child & Youth WS – Renee Noble. Endorsed Diabetes – Tania McSweeney-Hooper. Endorsed Pharmacy – Vicky Barr. Endorsed DSAC – Joshua Caldwell. Endorsed DSG – Wikitoria McGregor. Endorsed HAC – needs to be advertised.</p> <p>10.0 Approval and email final quarterly contract report done in November to Dunedin, MoH and CC Ngaire Button.</p> <p>11.0 Revised miniti with macrons and e-signatures from Tumuaki and Teputy Tumuaki.</p> <p>Action To remove current miniti off CDHB website and replace with miniti that includes macrons and does not include In-Komiti details by Kaiawhina.</p> <p>Action Access Teputy Tumuaki e-signature by Kaiawhina.</p>
Karakia Mutunga Closing Prayer	<p>Karakia Mutunga by all Katoa. Hui closed at 1429.</p> <p>Tumuaki apology for next hui. Teputy Tumuaki will chair.</p> <p>Next MKW Trustee Board Hui to be held on 18 December 2018 at Te Whare o Te Waiponamu starting 1030.</p> <p>Manuhiri 1130 Ramon Pink, Chair, Alliance Leadership Team, CCN 1200 Manaia Cunningham and Clare Pattison, Ecan 1230 Koral Fitzgerald, Jane Cartwright, Ian Town (Chairperson), Rural Health Workstream</p> <p>Rūnaka Environmental Portfolio Representatives welcomed to attend Ecan presentation.</p> <p style="text-align: center;"></p> <p>Teputy Tumuaki Signature _____ Date <u>20 November 2018</u></p>

	Action	By Who	By When	Completed/Update
Oct	Original name for Burwood Hospital	Tūāhuriri/Strategy Subkomiti	December	Update
	Contact infection control re Burwood Kohatu & contact Mary & Hector re Burwood pounamu display	Strategy Subkomiti	December	Update February
	Hagley Hospital/ASB Māori artwork to be F/U	Strategy Subkomiti	November	Completed
	Seek right person for HAC	MKWT	December	Update February
	Confirm hui with Rural WS	Kaiawhina	December	Completed
Nov	Xero to be available via e-viewed at all MKWT Board Hui with education available	Kaiawhina/Kaitiaki Moni	December	Resend January
	Policy & procedures miniti & updated manual emailed to MKWT	Kaiawhina	December	Update January
	Update access on Xero for all Board members	Kaikōura/Kaitiaki Moni	December	Update January
	Ashton Wheelans contacted for corrections	Kaitiaki Moni	December	Completed
	Coffee with Norm & Charlie	Tumuaki	December	Update January
	Dropbox purchased as business account	Kaiawhina	December	Free services December
	Remove all miniti on CDHB website & replace newer versions	Kaiawhina	December	Completed
	Access Teputy Tumuaiki e-signature	Kaiawhina	December	Completed

	Conflict Of Interest Register
Ōnuku Wendy Dallas-Katoa (Tumuaki)	<i>MKWT Ōnuku Representative (Chair), Ōnuku Rūnanga member, IHI Research – researcher, Rapaki Branch MWWL, NZBA Māori Advisor Board, He Hono Wahine (RANZCOG), CDHB – CPHAC, Te Kahui o Papaki ka Tai (Māori Primary Health Advisory Group), Greater Healthy Christchurch, Māori Development Research Komiti, Population and Access (Otago University – Canterbury), Population Health & Access SLA, CCN Māori Caucus Group member</i>
Tūāhuriri Michelle Turrall (Teputi Tumuaki)	<i>Alternate Representative TRONT; PHO Director – Christchurch PHO; Executive Committee Tūāhuriri; Child and Youth Workstream; Grievance Panelist Te Poutama Arahī Rangatahi</i>
Kaikōura Jaana Kahu	<i>Te Rūnanga o Kaikōura member; Rural work stream CCN; Te Tai o Marokura Trustee; SIA Child Youth SLA; Te Rōpu Arahī (Gov. NZRGP Network); Māori caucus CCN</i>
Taumutu Toriana Hunt	<i>Family Advisory Committee; CDHB employee</i>
Koukourārata Ngaire Briggs	<i>Te Rūnanga o Koukourārata member; Oral Health Service Development Group</i>
Rapaki Christina Henderson	<i>Alternate Representative TRONT; Te Hapū o Ngāti Wheke</i>
Koukourārata Elizabeth Cunningham	<i>Te Rūnanga o Koukourārata Manawhenua Alternate; Representative on TRONT for Koukourārata; Councillor Environment Canterbury; Chair Rapaki Branch M.W.W.L</i>
Wairewa Ana Rolleston	<i>Christchurch Primary Health Organisation; CDHB Hospital Advisory; Manawhenua Ki Waitaha Wairewa representative</i>
Rapaki Tumanako Stone-Howard	<i>Co-Design of Maternity; CDHB employee</i>