



Manawhenua ki Waitaha

**MKWT Board Hui In-Komiti
Tuesday 17 December 2019**

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

Karakia Timatanga	Nau mai, karakia timatanga and karakia mo te kai by Michelle Turrall	
Kai Te Hui Present	Michelle Turrall Jaana Kahu Toriana Hunt Ngaire Briggs Tumanako Stone-Howard Wendy Dallas – Katoa	Tūāhuriri Trustee (Chair) Kaikōura Trustee (Vice Chair) (lateness) Taumutu Trustee (Treasurer) Koukourārata Trustee Rāpaki Trustee Ōnuku Trustee
Tuku Aroha Apology	Ana Rolleston	Wairewa Trustee
Nga Mate	Atawhai Der – Koukourarata, Robin James - Kaikoura	
Previous Miniti	MOTION: Miniti dated 19 November 2019 adopted as a true and correct record. <i>Moved Taumutu/Tuahiwi</i> <i>Carried.</i>	
Kaitiaki Moni	MOTION: Moved the adoption of the Financial Report for 17 th December 2019 and approve payment of the 4 invoices below. <ul style="list-style-type: none"> • Ashton Wheelan Xero Account \$58.65 • 2 Degrees \$204.80 • Fush \$300.00 • Honorariums \$6,438.80 <i>Moved Taumutu/Kaikoura</i> <i>Carried.</i>	
	<ul style="list-style-type: none"> • Treasurer received an email from Westpac regarding amendments to authorisers to the account due to change of Chair and vice Chair as per the AGM. Westpac request that all of the trustees to sign off on 	

	<p>amendment. Treasurer informed them that they had the minutes with the motion put forward and agreed by the table.</p> <ul style="list-style-type: none"> ○ Action Treasurer to make contact with Westpac for more clarity and to resolve issue. ○ Treasure to include board in all correspondence with Westpac ○ Wendy to continue to be second authoriser until matter is resolved. <ul style="list-style-type: none"> ● Contract with MoH – Scholarship Contract. <ul style="list-style-type: none"> ○ Invoice has been sent for the 2019-2020 Scholarship contract. ● Contracts with MoH – Appointment & Training Contract. <ul style="list-style-type: none"> ○ Invoice has been sent for the remaining 2018/2019 Appointment and Training contract. ○ New Contract for Appointment and Training, has been confirmed and received for the 2019/2020 year. Variance was not requested. ○ Variance of request that will be put forward for the next round will be the following <ul style="list-style-type: none"> ○ Request for two year contract ○ Request to claim annually and not on a monthly basis as it currently sits. ○ Action: Chair and Kaiawhina to start process of application for the 2020/2021 funding round for both the Scholarships and Appointment and Training Contracts in July 2020.
<p>Facility Planning</p>	<ul style="list-style-type: none"> ● Hillmorton Hospital Specialist Mental Health Services. ● CDHB will continue to work with Tuahiwi in regards to the cultural narratives. <ul style="list-style-type: none"> ○ Action: Tuahiwi will keep the table updated going forward.
<p>General Business</p>	
	<ul style="list-style-type: none"> ● We are to combine our Strategic planning day and work plan hui over December and January. As it is the festive season we have allowed \$300.00 of Kai for our December hui and \$200.00 of Kai for our January hui. ● Strat work plan – What do we want to see in our Memorandum of Understanding with CDHB Board. ● Agenda Items <ul style="list-style-type: none"> ○ Discussion about work groups ○ Current Health Data ○ Maori Health Plan ○ Communication ○ Engagement chart ○ Reporting ○ Representation of Boards ○ Catch up with Amber Clark – Ngai Tahu Equity index, Data Collection, Data Knowledge

	<ul style="list-style-type: none"> ○ Ngaire Button – Re Induction Board orientation ○ Facility Planning group – Group realign
Chair Report	<ul style="list-style-type: none"> ● Chair will look to see what workshops in the area of Leadership and Governance is available in the next year with the assistance of the Kaiawhina. ● MKW is no longer required to fund the Kath Savage workshop of \$5000.00, we now need to reallocate funding. <ul style="list-style-type: none"> ○ Action: Chair will ask the chairs of the Maui Collective and Māori Caucus of what training would be advantageous for the member of each rōpū. ○ Chair to seek clarity from Ngaire Button if funding can be used for Tuahiwi education training. ● CDHB Board – Chair expressed that we want to establish a relationship with Gabrielle Huria and reiterate our support of her. ● Mihi Whakatau to new member on the CDHB Board, Tuahiwi, Onuku and Taumutu went in support, unfortunately Gabrielle was unable to attend due to other commitments however, it has been decided that there will be a Mihi Whakatau for Gabrielle in the New Year, this will include representatives from MKWCT, Ngai Tahu and Tuahiwi. <ul style="list-style-type: none"> ○ Action: Chair and Kaikoura to invite Gabriel Huria to our hui early in the new year. ● Maori Haematology Nurse Specialist – Was requested to tono for her role. Chair received and invite to attend the community consultation. <ul style="list-style-type: none"> ○ Action: Onuku Received an email from Stacey Bowser and will forward on to MKWCT Trustees. Chair to make contact with Stacey Bowser to have a korero, Re: meeting with Oncology Leaders, to express our support for Maori Haematology Nursing Role. ● Te Reo in Hospitals – This needs to be signed off by Lyn Te Aika of Tuahiwi – Macrons need to be put in place <ul style="list-style-type: none"> ○ Action: Chair will send through email of new names to Lyn Te Aika. ● MKWCT will invite CHDB Board to hui out at Tuahiwi Marae early in the new year. ● Pouwhirinaki would like to meet every 3 weeks. Chair express for good use of time that they meet with Director of Maori and Pacific Health. ● Chair will make contact with Greg Hamilton RE:Data.
Drop Box	<ul style="list-style-type: none"> ● MKW to use Drop Box to its fullest and place all information into Action: New E.A to process this.
Institute of Directors	<ul style="list-style-type: none"> ● Manawhenua ki Waitaha Charitable Trust Board member to make use of the Webinars that are available to us.
Kaiawhina Position	<ul style="list-style-type: none"> ● 4 applicants were interviewed ● Position has been offered to Donna-Maree Thoms ● Contract for service will be written and offered.

	<ul style="list-style-type: none"> • We anticipate that the Kaiawhina will start in January the actual date is yet to be confirmed. <ul style="list-style-type: none"> ○ Action: Michelle to write up contract for service and email through to vice Chair and treasurer. Set up a time with Donna and Treasurer to meet and sign off. <p><i>Moved Tūāhuriri/Kaikoura Carried.</i></p> <ul style="list-style-type: none"> • Koukourarata express that she really enjoyed her experience on the interview panel.
<p>Scholarship Panel</p>	<ul style="list-style-type: none"> • The panel for the Scholarships will be made up of the following people <ul style="list-style-type: none"> ◆ Michelle Turrall ◆ Tumanako Howard-Stone ◆ Hector Matthews ◆ June Swindell ◆ Two representatives of Pacific <p><i>Moved Taumutu/Kaikoura Carried</i></p> <ul style="list-style-type: none"> • E-scholarship form is being designed and worked on by Ana Rolleston and Ruth Chisholm • Ruth Chisholm has agreed to support Manawhenua ki Waitaha Charitable Trust with the Administration of the Scholarships • <i>At the printing of these minutes, Michelle Turrall has sent our an email to the Trustees indicating that due to other commitments that she is unable to sit on the panel, therefore has asked Wendy Dallas-Katoa of Onuku to sit on the panel. Wendy has sat on this panel since its formation.</i>
<p>Waitaha PHO</p>	<ul style="list-style-type: none"> • Waitaha PHO has come back to Toriana with a change of date. Toriana has agreed to this change and will sit her first Board hui with Waitaha PHO in February.
<p>Administration</p>	<ul style="list-style-type: none"> • Chair expressed patience with diligence, some papers have been missed but had been sent out via email. This will all be rectified once our new Contracted EA is on board. A huge thanks to Ruth for her continued support with the administration.
<p>General Business Around the Table</p>	<ul style="list-style-type: none"> • Kaikoura – NZRGPN – Bring in rural voice appointed by Minister – Kaikoura Medical Health willing to have own voice. • Taumutu - The Maori Health team of Christchurch Public Hospital have had a name change from Nga Ratonga Hauora Maori to Hauora Maori. The team also have a new logo. The team are hoping to launch their new look early in the New Year. • Wairewa – (Alternate) sits on the Executive committee of their Runanga, expresses her interest in the Health arena. • Onuku – Writing Health Strategy for the Akaroa Community Health Group. Representation on MKWCT is a three year term for the Runanga

	<ul style="list-style-type: none">• Koukourarata – Runanga have a new elected Executive
Karakia Mutunga	Trustees @ 1415
Next Hui	21 st January 2020 Strategic Planning day Venue: TRoNT