

MIDCENTRAL DISTRICT HEALTH BOARD

Minutes of the Disability Support Advisory Committee held on Tuesday, 23 July 2013 at 3.30pm in the Board Room, Board Office, Gate 2, Heretaunga Street, Palmerston North.

PRESENT

Lindsay Burnell (Chair)
Jonathan Godfrey
Kevin Miles
Pat Kelly
Phil Sunderland (ex officio)
Tawhiti Kunaiti

Unconfirmed Minutes

IN ATTENDANCE

Murray Georgel, Chief Executive Officer
Heather Browning, General Manager, Enable New Zealand
Jill Matthews, Principal Administration Officer
Muriel Hancock, Director, Patient Safety and Clinical Effectiveness
Anne Amooore, Manager, Human Resources and Organisational Development
Jo Smith, Senior Portfolio Manager, Health of Older People Planning and Support
Christine Godetz, Committee Secretary

1. APOLOGIES

Ann Chapman (Deputy Chair)

2. LATE ITEMS

There were no late items.

3. CONFLICTS OF INTEREST/REGISTER OF INTEREST UPDATE**3.1 Amendments to the Register of Interest**

Jonathan Godfrey registered the following:

Interest: Employee (Lecturer, Institute of Fundamental Sciences), Massey University.

MDHB has several contracts with other faculties at Massey University for the provision of psycho-oncology services (including research) and social work & nursing placements. These are negotiated and managed through different faculties of Massey.

Update March 2013: MDHB has small contract with Massey University for provision of statistical analysis for primary health services. J Godfrey is acting as supervisor for the Massey post graduate student completing this work. Value of contract is less than \$5,000.

3.2 Declaration of Conflicts in Relation to Today's Business

There were no declarations of conflicts.

4. MINUTES OF THE PREVIOUS MEETING

4.1 Minutes

that the minutes of the previous meeting held on 19 March 2013 be confirmed as a true and correct record.

4.2 Recommendations to the Board

The Committee noted that all recommendations contained in the minutes had been approved by the Board.

4.3 Matters Arising

There were no matters arising from the minutes.

5. STRATEGIC ISSUES

5.1 Disability Stocktake Update

The General Manager, Enable New Zealand gave a summary of her report and noted that Be.Accessible audit work is continuing.

The General Manager will continue to work with the Manager, Human Resources and the Director, Clinical Safety and Clinical Effectiveness, to progress through the 13/14 year.

The General Manager confirmed the budget for this project is \$30,000.

It was recommended:

that the report be received.

5.2 Portfolio Updates 2012/13 - Communications

The Manager, Administration & Communications summarised her report.

General signage of the hospital is to be taken into account as part of the upgrade.

Communication with disabled people is to be looked at again this year and added to the staff website. It will also be used in inductions and be a resource for staff. No budget is required.

The General Manager, Enable New Zealand, noted that the Be.Accessible work will ultimately cover such information, one current example being the Health Passport.

The Manager will look at further ways to keep the general public informed on how to access information and will look at using more online networks. Will also look at communications being included to the general public, not just staff, possibly via the website.

It was noted that information would need to be in a readable pdf format otherwise it would not get picked up by search tools.

It was recommended:

that the report be received.

5.3 Portfolio Updates 2012/13 - Facilities

The Chief Executive Officer summarised the report.

The Chief Executive Officer noted that a stocktake to gauge future actions such as reviewing our own facilities, improvements needed, and other similar work would be one of the matters within the disability stocktake.

The Chief Executive Officer advised the current Board building will be demolished as a casualty of the demands regarding earthquake proofing. It was noted that any new facilities will focus on best practice as well as compliance and code. At the planning stage professional advice would be sought. The Committee would be provided with regular updates on progress.

It was recommended:

that the report be received

5.4 Portfolio Updates 2012/13 - HR

The Group Manager, Human Resources and Organisational Development, summarised her report.

Disabilities were accommodated wherever possible and the Group Manager would welcome any ideas on how to improve a more affirmative employment environment.

Very little research has been done on the employment of disabled people and it was felt many could work at higher levels but were not confident in progressing their careers.

It was recommended:

that the report be received

5.5 Portfolio Updates 2012/13 – Contracts for Health Services

The Senior Portfolio Manager, Health of Older People Planning and Support summarised her report.

The Manager listed many local services used, who often give favourable feedback.

Ministry of Health certification and contract roll-over were explained in further detail and that there was a clear audit process for certification.

It was recommended:

that the report be received

6. GOVERNANCE ISSUES

6.1 Committee's Work Programme, 2013/14

The Chief Executive Officer noted for the year just finished all reports were delivered as expected. Disability audit reports may need to be added in future.

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It was recommended:

that the updated work programme for 2013/14 be noted

7. INFORMATION ONLY REPORTS

7.1 Paid Family Caregivers

The General Manager, Enable New Zealand summarised her report.

Concerns were expressed about disabled people being employers and all the associated implications. It was noted that there are agencies which could hold the responsibility of being the employer.

It was recommended:

that the report be received

7.2 Health and Disability Commission Health Passport

The Director, Clinical Safety and Clinical Effectiveness summarised her report.

It was recommended:

that the report be received

DATE OF NEXT MEETING

15 October 2013

8. EXCLUSION OF PUBLIC

It was recommended:

that the public be excluded from this meeting in accordance with the Official Information Act 1992, section 9 for the following items for the reasons stated:

Item	Reason	Ref
"In Committee" minutes of the Previous Meeting	For reasons stated in the previous agenda	
Annual Plan	Under negotiation	9(2)(j)

Confirmed this Tuesday of 15 October 2013.

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Chairperson