

9.00am, 07 December 2012, Teleconference

Present: Akatu Marsters, Eseta Nonu-Reid, Katherine Fell, Rachel Poaneki, Marita Ranclaud & Maraea Craft

Apologies: Lesley Watkins, Connie Hui & Jenny James

No.	Topic	Discussion Points	Planned Action	By
1.1	Approval of Minutes	<ul style="list-style-type: none"> Approval by all 		
1.2	Matters Arising	<p>Regional Beds</p> <ul style="list-style-type: none"> Springhill – Visit is confirmed for the 10th – 12th December TUMT – To be discussed at the next meeting CFU – 2013/14 HDU beds and General beds to be separate out as part of reporting, H Wood-Rowe advised she will follow this up <p>Audit reporting</p> <ul style="list-style-type: none"> Will be put on the HealthShare Exec Leadership team agenda for next week <p>Terms of Reference</p> <ul style="list-style-type: none"> Mandated by all – to be published on Midland website <p>THRIVE Confidential</p> <p>Specifications</p> <ul style="list-style-type: none"> Contact M Muso re When is the 3 year review due and how will this be aligned to the Service Development Plan? Requested everyone write down any burning issues for specs and start gathering information now using a template and also send template to Sarah McClay (HealthShare) and PMgrs 	<ul style="list-style-type: none"> Marita to present Follow up on survey report Upload to website To follow up Develop template and send out for populating 	<p>Marita</p> <p>Eseta</p> <p>Akatu</p> <p>Eseta</p> <p>Eseta/Akatu</p>
2.0	AGENDA ITEMS			
2.1	Midland Planning Matrix	<ul style="list-style-type: none"> Waikato Planning Matrix was tabled and discussed The Matrix was presented to Waikato LAG and Provider Arms services and changes were made – colour coding areas within the matrix allowed for clarification & understanding 		

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		<ul style="list-style-type: none"> ▪ Waikato AOD forum received this well and other networks eg family whanau & consumers wanted to be part of this ▪ The region is obliged to submit a regional plan which has input from PMgrs, CDs and other and what the MoH inputs into the plan we are expected to do (mandated) ▪ Timeline from the MoH is the end of January for the draft, the “how to” will come at a later date ▪ Send HealthShare the document for the planning package including material from the national AP workshop ▪ PMgrs have input but not responsible however PMgrs implement because there is not enough resources regionally ▪ The Matrix will tabled at the next MRCGN – there maybe some general lack of understanding of process. A face to face meeting will be beneficial for clarification around methodology and other between PMgrs & MRCGN 	<ul style="list-style-type: none"> ▪ Send info to HealthShare ▪ Organise a joint planning meeting with MRCG & P&F 	<p>Eseta</p> <p>Akatu</p>
2.2	Rising to the Challenge Gap Analysis Template	<ul style="list-style-type: none"> ▪ Eseta thanked Katherine for template which is the preferred for Midland’s use – this has been sent to the MoH and awaiting response ▪ Question the value of the data in the MoH template for use and measure as it is hard to understand what they are asking – not asking enough information 		
2.3	Regional Beds Review Process	<ul style="list-style-type: none"> ▪ The Midland Regional Principles for Reviewing Regional Contracts Framework was tabled within agenda ▪ A framework/process to be developed for all regional beds and reviews where contracts are expiring. This is to be populated by the lead DHB and sent to MRCG ▪ Signoff and tick off process – this goes to MRCG → GMs → Boards to sign off ▪ This template is being used for TUMT beds – Marita to have draft report based on the framework for February meeting 	<ul style="list-style-type: none"> ▪ Rachel to send feedback through via email ▪ Eseta to follow up with Marita 	<p>Rachel</p> <p>Eseta</p>
2.4	Regional Planning Toolkit	<ul style="list-style-type: none"> ▪ This was not on the agenda for National Clinical Directors meeting ▪ Awaiting feedback from NDSA 		
2.5	GMs Proposition Paper	Confidential		
2.6	MHC Draft MH&A Workplan	<ul style="list-style-type: none"> ▪ Please refer to embedded document for feedback 	<ul style="list-style-type: none"> ▪ Circulate template to PMgrs to populate 	Akatu

