

Notes of the 65th meeting of the Health Quality & Safety Commission Board held on 22 February 2018 in Auckland

- Members: Prof Alan Merry (Chair), Dr Dale Bramley, Shelley Frost, Bob Henderson, Dr Gloria Johnson, Dr Bev O'Keefe, Dame Alison Paterson, Gwen Tepania-Palmer
- Staff: Dr Janice Wilson, Karen Orsborn, Bevan Sloan, Richard Hamblin, Liz Price, Kiri Rikihana (items 6-14), Owen Ashwell (item 6), Diane de Rochester (EA), Ethan Tucker (minutes). *Via videoconference*: Chris Walsh, Gillian Bohm (items 1-5), Iwona Stolarek (items 1-5)
- Guests: MRC Māori Caucus (item 6): Prof Denise Wilson (Chair), Dr Sue Crengle and Lisa Paraku (PMMRC), Dr Fiona Cram and Shayne Walker (FVDRC), Keri Parata-Pearse (POMRC), Tania Papali'i (SuMRC), Witi Ashby (Advisor)
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Key points and decisions are summarised below.

- The minutes of the previous meeting were **approved**.
- The actions of the previous meeting were **updated** and **noted**.
- The interests register and special register of interests were **updated**.
- Members Board related activities were **noted**
- The financial report and risk register **noted**
- The CE Report was **noted**

- A **patient story** was provided by way of a video

Key decisions – the Board:

- a. **noted** and provided comments on the draft 2018/19 SPE, taking into consideration feedback from Te Roopū Māori and the Consumer Advisory Group
- b. **noted** the MRC Māori Caucus' rubric and detailed guidelines to encourage a culturally appropriate and Māori responsive mortality review process, and thanked the Caucus for its valuable contribution to the Commission's work since it was established
- c. **agreed** to a range of appointments and reappointments to mortality review committees, Te Roopū Māori and the Consumer Advisory Group.

Draft 2018/19 Statement of Performance Expectations

Dr Wilson and the Board discussed the planning priorities set out in the draft SPE, which is the first under our current 2017-21 Statement of Intent. This first draft is to be submitted to the Ministry of Health by 1 March for initial comments. These comments will be incorporated and the revised draft circulated to the Board by email for approval or discussion in a teleconference (if required) in March or April. The final draft must be submitted to the Minister of Health by 1 May.

The Board:

- **noted** and provided comments on the draft 2018/19 SPE, taking into consideration feedback from Te Roopū Māori and the Consumer Advisory Group
- **noted** the draft SPE will be sent for Ministry of Health comment by 1 March and will return to the Board with proposed amendments for approval by email in April

MRC Māori Caucus rubric & guidance

The mortality review committee Māori Caucus joined the Board to discuss the June 2016 rubric it developed for mortality review committees to help them to conduct death reviews in a way that is culturally appropriate to Māori. This has now been expanded with new, more detailed guidance expanding on the themes set out in the rubric. The Caucus also discussed its Commission work in the past year, which included reviewing Māori maternal suicide deaths and providing a draft Māori chapter for the Perinatal and Maternal Mortality Review Committee report.

The Board:

- **noted** the MRC Māori Caucus' rubric and detailed guidelines to encourage a culturally appropriate and Māori responsive mortality review process, and thanked the Caucus for its valuable contribution to the Commission's work since it was established

Early warning update: early detection & response processes

Richard Hamblin introduced a progress update on the Commission's work with the Ministry of Health to develop national detection and response systems to identify and address emerging concerns about the quality and safety of health care. Spotting 'early warning' signs and leading a coordinated, cross-agency response could make a major contribution, but the Commission will seek the Minister of Health's endorsement before developing the concept further. This will be raised at the Commission's first meeting with Dr Clark on 27 March.

The Board:

- **noted** the early work on national detection and response systems to identify and address emerging concerns about the quality and safety of health care
- **noted** that the Commission will raise the idea with the Minister of Health at its first meeting on 27 March

Consumer Advisory Group appointment

Chris Walsh briefly discussed a proposed Consumer Advisory Group appointment to replace member Lisa Paraku, who stepped down from the newly-formed CAG due to unforeseen time commitments. It is now proposed to appoint the president of the E tū union, Muriel Tūnoho, as Ms Paraku's CAG replacement. Ms Tūnoho is also currently serving on the Ministerial Advisory Group on the Health System. The proposed appointment is for one year initially.

The Board:

- **agreed** to appoint Muriel Tūnoho to the Consumer Advisory Group for a period of one year from 23 February 2018
- **agreed** that future appointments processes made by the Board should be accompanied by conflict of interest information, and requested that, if possible, all appointments should come to a full Board meeting, rather than being approved by email

MRC appointments

Kiri Rikihana introduced an MRC appointments paper proposing a range of appointments and reappointments to all five MRCs. The paper proposed:

- SuMRC: reappoint Profs Kydd and Mulder and Dr Fortune for three years to March 2021
- FVDRC: reappoint Dr Cram to April 2021, appoint former Chair Dr Short as Deputy Chair, and commence the process to appoint one new member
- POMRC: appoint Dr Williams as Chair for one year to April 2019
- PMMRC: reappoint Drs Berry and Elder for three years to March 2021, extend the terms of soon-to-retire members Drs Belgrave and Crengle by six weeks to June 2018, and commence the process to appoint three new members
- CYMRC: reappoint Dr King for three years to March 2021.

The Board:

- **agreed** to make reappointments to the Suicide Mortality Review Committee, all for three years to 31 March 2021:
 - Prof Rob Kydd (Chair)
 - Dr Sarah Fortune (Deputy Chair)
 - Prof Roger Mulder
- **agreed** to reappoint Dr Fiona Cram to the Family Violence Death Review Committee, for a final three-year term to 24 April 2021
- **agreed** to appoint former Family Violence Death Review Committee Chair Dr Jackie Short to fill the vacant role of FVDRC Deputy Chair
- **agreed** to commence the process to appoint a new FVDRC member to replace family lawyer Pamela Jensen, whose term concludes on 30 March 2018
- **agreed** to appoint Dr Anthony Williams as Chair of the Perioperative Mortality Review Committee for an initial one-year term to replace Dr Leona Wilson from 15 April 2018, with the potential to be reappointed
- **agreed** to make reappointments to the Perinatal and Maternal Mortality Review Committee:
 - Dr Max Berry, for three years to 31 March 2021
 - Dr Rose Elder, for three years to 31 March 2021
 - Chair Dr Sue Belgrave, a final short-term extension to 26 June 2018
 - Dr Sue Crengle, a final short-term extension to 26 June 2018
- **agreed** to commence the process to appoint three new PMMRC members representing the midwifery, obstetrician and GP professions, to replace departing members, with appointments commencing as follows:
 - midwife: for three years from 14 May 2018 to 14 May 2021

- obstetrician: for three years from 26 June 2018 to 26 June 2021
- GP: for three years from 26 June 2018 to 26 June 2021
- **noted** that a new PMMRC Chair will be appointed before the term of appointment of current Chair Dr Belgrave ends on 26 June 2018
- **agreed** to reappoint Dr Paula King to the Child and Youth Mortality Review Committee, for a final three-year term to 30 March 2021
- **noted** the role of conflict of interest declarations in Board appointments to MRCs, which will be informed by further precautionary work by the secretariat to manage any risks that may emerge

Te Roopū Māori Chair appointment

Kiri Rikihana described proposals to replace the former Roopū chair Tu Williams, who stepped down from the position in December 2017 when he was appointed as an advisor in the office of Hon Willie Jackson. Proposed chair Ria Earp is highly experienced: she has served for 11 years as chief executive of Mary Potter Hospice, and before that was a Deputy Director General in the Ministry of Health for 10 years. It is also proposed to appoint current Roopū member Dr George Laking as Deputy Chair.

Current member and former Commission Board member Dr Peter Jansen has indicated he will not be available for reappointment to the Roopū when his term expires on 28 February 2018. A replacement will be identified in due course.

The Board:

- **agreed** to appoint Ria Earp as a member and as Chair of Te Roopū Māori for an initial appointment of one year from 22 February 2018 to 22 February 2019
- **agreed** to appoint Dr George Laking as the Deputy Chair of Te Roopū Māori from 22 February 2018
- **noted** that Roopū member Dr Peter Jansen will be replaced in due course as he is not available for reappointment at the end of his current term on 28 February 2018