

Minutes

Bay of Plenty Hospitals Advisory Committee

Venue: Erin Lea Suite, Fahys Motor Inn, Tauranga
Date and Time: Thursday 27th November 2008 at 10:30am

Committee: Mark Arundel (Chair), Mary Hackett, Marion Guy, David Stewart, Mogens Poppe – arrived at 10:50am.

Attendees: Graham Dyer (COO), Karina McClelland (PA Governance & Quality), Julie Robinson (Director of Nursing), Kerrie Freeman (Service Improvement Leader), Jeff Hodson (GM Property Services), Helen Mason (GM Planning & Funding)

Item No.	Item	Action	Who
1	<p>Apologies</p> <p>An apology was received from T Hunia and V Gate.</p> <p>Resolved that the apology be received from T Hunia and V Gate.</p> <p>Moved: M Hackett Seconded: D Stewart</p>		
2	<p>Minutes</p> <p>Resolved that the minutes of the meeting held on 30 October 2008 be confirmed as a true and correct record subject to amendments.</p> <p>Moved: M Guy Seconded: D Stewart</p>	Item 9 to be reworded – model to be changed to facility.	GMGQ
3	<p>Matters Arising</p> <p>There were no matters arising.</p>		
4	<p>Resolutions</p> <p>The committee passed the resolutions as included in the minutes.</p>		

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5	<p>Correspondence</p> <p>There was no correspondence.</p>		
6	<p>Presentations</p> <p>6.1 <u>A presentation on Service Improvement Unit (Optimising the Patient's Journey) was given by Kerrie Freeman, Service Improvement Leader</u></p>		
7	<p>Standing Reports</p> <p>7.1 <u>Interests Register</u></p> <p>The Committee was asked if there were any conflicts in relation to items on the agenda. No conflicts were identified.</p> <p>7.2 <u>Work Plan</u></p> <p>The committee noted the information.</p> <p>7.3 <u>Chief Operating Officer Report</u></p> <p>The committee discussed the report as circulated with the agenda.</p> <p>Resolved that the committee receive the report.</p> <p style="text-align: right;">Moved: M Guy Seconded: M Poppe</p> <p>7.4 <u>Monthly Risk Report</u></p> <p>The committee discussed the report as circulated with the agenda.</p> <p>The committee discussed risk 1819 and the patient safety risk.</p>	<p>Work Plan to be reviewed.</p>	<p>GMGQ</p>

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8	<p>Resolved that the committee receive the report.</p> <p style="text-align: right;">Moved: M Poppe Seconded: M Hackett</p> <p>7.5 <u>Property Services General Manager Monthly Report</u></p> <p>The committee discussed the report as circulated with the agenda.</p> <p>Resolved that the committee receive the report.</p> <p style="text-align: right;">Moved: M Arundel Seconded: M Poppe</p> <p>Reports</p> <p>8.1 <u>Property Services: Project Leo Monthly Report</u></p> <p>The committee discussed the report as circulated with the agenda.</p> <p>Resolved that the committee receive the report.</p> <p style="text-align: right;">Moved: M Guy Seconded: D Stewart</p>		
9	<p>Members Requests</p> <ul style="list-style-type: none"> ▪ M Poppe commented on the use of the Tauranga venue and the travel time. 		
10	<p>General Business</p> <p>There was no general business.</p>		
11	<p>Next Meeting</p> <p>Next meeting Thursday 26 February 2008.</p>		

There being no further business the meeting closed at 11:55am.

Confirmed as a true and correct record.

Chairperson

Date