

Minutes of the Northern Health School Board meeting
Tuesday 13 September 2022 (Parkside Hotel, Auckland and online)

Meeting commenced 4:08pm

Present: M. Smith, R. Winder, T. Grieve, J. Walker, S. Pilisi, A. Wong and L. Taogaga (lateness)

Apologies: M. Watson

Also in attendance: A. Honey, K. Watkins, J. Marsden, R. Burden (Minute taker), R. Bourgaize (Board Secretary)

**To be
actioned by**

Conflicts of Interest

Reminder to Board Members of the need to declare any possible conflict of interest.
None declared.

Minutes of the previous meeting

The Minutes of the meeting were accepted as a true and accurate record.

Moved: T. Grieve. Seconded: J. Walker. All in Favour.

Correspondence. Nil

Matters Arising from the previous meeting.

- Student duration of attendance – the Board discussed the information and data provided from the three Health Schools to date. The three Health Schools have agreed to collect consistent data going forward.
- NHS will be including Emergency Response Training as a budget item for next year.
- Food and Beverage policy – consultation with NHS staff is ongoing.

Policies

- Assessment for National Qualifications adopted
Moved: R. Winder. Seconded: J. Walker. All in Favour.
- Reporting to Families, Schools of Origin & Other Agencies adopted
Moved: S. Pilisi. Seconded: T. Grieve. All in Favour.
- Health & Safety adopted
Moved: J. Walker. Seconded: R. Winder. All in Favour.
- Others in the Workplace adopted
Moved: S. Pilisi. Seconded: T. Grieve. All in Favour.
- Administration adopted with the following changes:
 - i. 'Privacy Act 1993 should read 'Privacy Act 2020'
 - ii. 'Protected Disclosures Act 2000' should read 'Protected Disclosures (Protection of Whistleblowers) Act 2022'.
 - iii. 'Health and Safety Work Act 2015' should read 'Health and Safety at Work Act 2015'.
 - iv. The addition of 'Smokefree Environments and Regulated Products (Vaping) Amendment Act 2020'.
Moved: R. Winder. Seconded: J. Walker. All in Favour.

HELP Conference Review

S. Scarlett and L. Webster joined the meeting online at 4.20pm. The Board discussed the HELP Conference presentation reviews provided by those staff members who attended and the benefits of participating.

R. Winder thanked the Board for the opportunity to attend and advised the presentation from the NHS staff member was well received by conference attendees.

L. Taogaga joined the meeting 4.26pm.

A. Wong joined the meeting 4.28pm.

Staff attending the conference thanked the Board for their support and commended S. Scarlett for incorporating a karakia and whakatauki into her presentation.

S. Scarlett and L. Webster left the meeting 5.08pm.

Risk Register Review

The Board discussed the Risk Register and suggested further development in the following areas:

- Include specific thresholds e.g., specify what a 'critical level' is
- Infectious diseases could be included in the Risk Register
- Group the items by category
- Funding and Audits are now low risk
- Climate change could be included in Property.

Strategic Plan Review

The Board discussed the Strategic Plan Review. This included what progress had been made in the school's commitment to Te Tiriti o Waitangi and Tangata Whenua.

The Board discussed work completed this year by the cultural team, focusing on Manakitanga and whanaungatanga within each unit.

Progress has been made towards a new leadership structure.

The Board discussed learnings from 2022 that would be recommend to carry over to 2023 suggesting: Wellbeing Committee; building on sustainability practices; and a suggestion of FAN techniques (as presented at the HELP Conference). Also suggested was looking at recommendations from S. Pilisi's paper, Mental Health – Pacific Peoples Mental Health Usage.

Strategic Plan 2023

Presentation of a draft strategic plan for the October meeting which will be signed off in February 2023.

Policies

- Infection Control

The Board worked on changes to the Infection Control Policy. Final copy to be circulated and approved online.

R. Winder sought feedback from the Board regarding mask use by staff given the recent and upcoming changes to the Covid-19 Protection Framework. The Board acknowledges masks are no longer compulsory for staff, but strongly recommends their use. The Board requires all staff to wear a mask when an immune compromised student is present, and other students should be strongly encouraged to wear a mask too. Staff must follow host organisation rules e.g., Hospitals where compulsory mask wearing is required.

R Winder

Board Secretary to
attach email of
approval from Chair

Term Dates 2023

T. Grieve advised a correction to the dates circulated to the Board - Option 2 should read 1st Feb 2023.

Move that Option 3 be accepted.
Moved: R. Winder. Seconded: S. Pilisi. All in Favour.

Engaging with the Pasifika Community

The Board discussed the paper provided by S Pilisi in relation to Pasifika who have a very holistic health model encompassing family, faith, culture, and community with a strong focus on individual as well as collective health and may not seek help from external agencies.

General Business

- STAR remits – J. Walker to action.
- R. Winder thanked the outgoing Board members for their contribution.

Community feedback for website. Items as agreed.

Next meeting: Thursday 27 October 2022 - location tbc.

Meeting closed – 7.07pm