

# MINUTES



<b>Meeting:</b>	Research Advisory Group		
<b>Location:</b>	Committee Room, Level 1 Hockin		
<b>Date:</b>	7 February 2018	<b>Time:</b>	3:00 – 4:30pm

<b>Members:</b>	Ross Lawrenson	✓	Mo Neville	✓	Neville Hablous	A
	Sue Hayward	✓	Darrin Hackett	✓	Rees Tapsell	A
	Maureen Chrystall	✓	Damian Tomic	A	Loraine Elliot	✓
	Derek Wright	A	Michael Jameson	✓	Angela Beaton	✓
<b>Apologies (A)</b>	Mariana Van der Walt	A	Deborah Harris	A	Jamie Sleigh	A
	Prabani Wood	A	Wendy Thomas	✓	John Conaglen	
	Hugh Kinninmonth	A	John Parsons	A	Nina Scott	✓
<b>In attendance</b>	Veronique Gibbons	✓	Justine Crittenden	✓	Grant Christey	✓

<b>Minutes</b>	Sarah Brodnax	✓				
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Item	Details
1	<p><b>Previous Minutes</b></p> <p>Minutes were approved as true and correct.</p>
2	<p><b>Terms of Reference &amp; Membership</b></p> <ul style="list-style-type: none"> <li>Nina Scott provided some updates to the Terms of Reference to Sarah.</li> <li>Agreed the Terms of Reference will be reviewed regularly as the Group is in the forming stage.</li> </ul>
3	<p><b>Strategy</b></p> <ul style="list-style-type: none"> <li>NZ Health Research Strategy                             <ul style="list-style-type: none"> <li>The paper was reviewed, and it was noted that the DHB has a number of initiatives underway or under development that link with the government actions noted in the Health Research Strategy document.</li> <li>Comments include the need for resource (biostatistician, assistance in preparing research funding/grant and ethics applications (so we can improve the quality of proposals); need to work on translating research into practice (eg diabetes studies), challenges around intellectual property.</li> <li>Opportunities to encourage research/innovation were discussed such as an innovation forum, Ted-X type talks, Kudos awards – how we harness the good work being done and market it.</li> <li>The group indicated a desire to have a path for things to be commercialised, but noted this is not a focus at present. Keen to use low cost improvements. It was suggested we should get an external mentor on this, for example from Waikato University.</li> <li>Any additions/amendments to the document to be forwarded to Sarah.</li> </ul> </li> </ul>
4	<p><b>Governance</b></p>

# MINUTES



Item	Details
	<ul style="list-style-type: none"> <li>• Research Governance overview – SWOT and Driver Diagram               <ul style="list-style-type: none"> <li>○ These were developed to clarify the good stuff that is happening, and the challenges that need to be addressed to develop research further in the Waikato DHB region.</li> <li>○ In the driver diagram, it was suggested the high level aim is to conduct good research.</li> <li>○ Agreed that a paper is to be developed for the Executive Group – this should include primary care, aged care – to outline a plan of how to develop research further. This will need to link with the priority work being done by the DHB.</li> </ul> </li> <li>• Data Registries               <ul style="list-style-type: none"> <li>○ The challenges, including time required to enter data, were discussed. Examples of data having to be entered three times for different registers/databases were given. Also noted that often we don't have access to the data entered into these national databases.</li> <li>○ The DHB has recently approved funding for the diabetes register and two others.</li> <li>○ ANZACS-QI was noted as an example of a database with good governance.</li> <li>○ <b>ACTION:</b> Veronique Gibbons is going to discuss this further with the DHB Research Office Managers group at their meeting later this month.</li> </ul> </li> <li>• Ethical Guideline for Quality Improvement               <ul style="list-style-type: none"> <li>○ This paper was discussed briefly, and endorsed, noting that ethical consideration will be given by Veronique Gibbons and Sarah Brodnax. Any issues would be raised with Mo Neville, and brought to RAG if necessary.</li> </ul> </li> </ul>
6	<p data-bbox="280 1133 715 1160"><b>Presentation from Research Units</b></p> <ul style="list-style-type: none"> <li>• <b>Grant Christey, Midland Regional Trauma System (MRTS)</b> <ul style="list-style-type: none"> <li>○ Grant outlined the background to the MRTS, noting its governance structure, use of the triple aim and the work done to maintain the integrity of the data.</li> <li>○ A number of studies are currently underway or completed on the database, including five ethnicity papers. A fair amount of working is being done in collaboration with the University, Police, NZTA, Wintec etc and many studies are being undertaken by students (honours, nursing, medical).</li> <li>○ The MRTS is funded by the Midland DHBs, on a pro-rata basis, and is outcome focussed.</li> <li>○ During discussion the RAG noted this is a model that Waikato could consider as a template. If we were looking to replicate, critical parts of this are : clear strategy, good funding, consistency, good data quality.</li> </ul> </li> </ul>
5	<p data-bbox="280 1615 507 1641"><b>General Business</b></p> <ul style="list-style-type: none"> <li>• <b>Te Mana Raraunga Charter (Maori Data Sovereignty Network Charter)</b> <ul style="list-style-type: none"> <li>○ Nina Scott will present on this at the April meeting, suggesting that Waikato DHB consider adopting this charter.</li> </ul> </li> <li>• Agenda for next meeting: To include:               <ul style="list-style-type: none"> <li>○ Updated terms of reference,</li> <li>○ Te Mana Raraunga Charter,</li> <li>○ Report on research by department,</li> <li>○ Report on publications mentioning Waikato DHB (Ross L),</li> <li>○ Discussion paper on dashboard for research and</li> <li>○ Presentation from researcher (tbc).</li> </ul> </li> </ul>

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Item	Details
7	Next Meeting – 4 April 2018

## ACTION LIST

Responsible	Required action	Due date	Status
Mo/Sarah	(June17) Investigate options for general consent for use of data for research		
Mo / Maureen	Once the project report is received by Mo Neville, she will discuss this with Maureen Chrystall.		
Mo / Ross	Develop presentation to the Board, on the Health Strategy and Research Annual Report and the Research Advisory Group		
Loraine/Mo/ Debra/Angela	Develop a background paper on research strategic priorities for discussion at Waikato DHB Executive Group on Priority Programme meeting held.		
All	Any updates on Terms of Reference or Health Strategy summary paper to be sent to Sarah.	Ongoing	
Veronique	Provide feedback on National Research Office Managers Alliance meeting discussion on databases	April	
Ross	Prepare a list of research publications mentioning Waikato DHB.		

Next Meeting:

**4 April 2018, 3:00 – 4:30,  
Committee Room, Hockin L1**