

CORPORATE OFFICE

Level 1
32 Oxford Terrace
Christchurch Central
CHRISTCHURCH 8011

Telephone: 0064 3 364 4134
Kathleen.Smitheram@cdhb.health.nz

18 February 2022

Garry Smorg

Email: fyi-request-17348-90160234@requests.fyi.org.nz

Dear Garry

RE Official information request CDHB 10766a

I refer to your email dated 24 December 2021 requesting the following information under the Official Information Act from Canterbury DHB. Your request is a follow-up to our previous response CDHB 10766.

1. What the payment was for?

The Student Volunteer Army (SVA) was used to support client flow in the mass vaccination, Aged Residential Care (ARC) vaccination clinics and community vaccination clinics. They would:

- Help clients find their way through the clinics
- Provide advice regarding how to book an appointment
- Separate booked clients and assist other clients into the correct queue
- Help older people move about in the facilities and in the carparks

a. A breakdown of that payment and

b. Invoices from SVA

SVA operates a bureau for volunteer recruitment, screening and placement of volunteers. Funds from the Canterbury DHB were used to cover two full-time staff and additional contractors who worked on the programme, social media advertising for recruitment of volunteers and other recruitment costs, training costs including the development of a training programme, vetting costs, continual engagement with clinics to ensure volunteers were being supported appropriately, equipment costs (including t-shirts as identification and as part of volunteer recognition) and reporting costs.

Please refer to **Appendix 1** for the invoice from SVA.

2. All emails from SVA about funding, payment and their assistance with the vaccine roll out.

Please refer to **Appendix 1** for all emails relating to SVA and the vaccine roll out.

3. What the DHB was hoping would be achieved by paying SVA?

We engaged the services of this volunteer group at times in the vaccination programme when the demand versus capacity was high, and the public benefitted from additional assistance. Using the Student Volunteer Army was a useful way of engaging the community and did not require contracting additional staff.

4. Was a tender put out for the services provided by SVA?

No.

5. Any other documents CDHB holds in relation to this payment(s).

We do not hold any other documents.

Please note we have withheld or redacted information that is “out of scope” of your request and redacted information under the following sections of the Official Information Act.


- Section 9(2)(a) of the Official Information Act i.e. “... to protect individual privacy” and
- Section 9(2)(b) i.e. “...to avoid disclosure of a trade secret or to protect the commercial position of the person who supplied the information, or who is the subject of the information”.

You may, under section 28(3) of the Official Information Act, seek a review of our decision to withhold information by the Ombudsman. Information about how to make a complaint is available at www.ombudsman.parliament.nz; or Freephone 0800 802 602.

I trust that this satisfies your interest in this matter.

Please note that this response, or an edited version of this response, may be published on the Canterbury DHB and West Coast DHB websites.

Yours sincerely



Ralph La Salle
Senior Manager, OIAs
Canterbury DHB & West Coast DHB

Out of scope

RELEASED UNDER THE OFFICIAL INFORMATION ACT

From: Joanna Batcup
Sent: Sunday, 8 August 2021 9:39 AM
To: ECC Operations (CDHB) <ECCOpsCDHB@cdhb.health.nz>
Subject: FW: SVA Invoice and update

fyi

Jo Batcup
COVID Immunisation Programme - Staff Lead,
Canterbury District Health Board

Cell phone: **s(9)(2)(a)**
Email: joanna.batcup@cdhb.health.nz
Hours of work: Monday to Thursday and alternate Fridays

Have you scanned in today?

Everyone, including all DHB staff, should scan in at work every day using the **COVID-19 Tracer App**.

Unite
against
COVID-19



From: s(9)(2)(a)@volunteerarmy.org>
Sent: Friday, 6 August 2021 11:16 AM
To: Joanna Batcup <Joanna.Batcup@cdhb.health.nz>
Cc: s(9)(2)(a)@sva.org.nz>
Subject: SVA Invoice and update

Hi Jo,

Hope all is well - thank you for the emails with s(9)(2)(a) regarding the volunteers. We have started today to recruit two paid volunteer recruiters to be able to support you with the 12 sites over the coming months. s(9)(2)(a) our operations manager CC'd is overseeing this as s(9)(2) is moving on from SVA in a couple of weeks. We can start with placements right away but it will take some time to scale up the numbers to be able to provide 3 per day at 12 sites. Within that, we will have to break down the demand into 2 or sometimes 3 shifts.

I've attached an invoice here for the backdated work completed in ARC and for 720 volunteer placements with the CDHB over the coming month(s). This is based on providing up to 180 volunteers a week (12 sites x 3 volunteers per day x 5 days per week volunteer). We need to invoice in advance to be able to work towards this and have a washup at the end if the services are not fulfilled to the level.

If you have time Monday/ Tuesday s(9)(2) and I can come to the DHB to meet briefly on this and align on thinking and our approach to delivering this for you.

Cheers, s(9)
s(9)(2)(a)

s(9)(2)(a)

s(9)(2)(a)@volunteerarmy.org

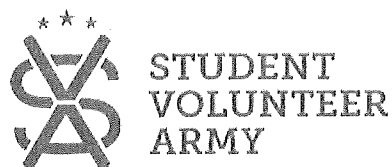


Our kaupapa is only possible through great partnerships



Website: www.sva.org.nz

Social: [Facebook](#) | [LinkedIn](#) | [Instagram](#)



TAX INVOICE

Canterbury District Health Board
 Attention: Joanna Batcup
 PO Box 1600
 Christchurch

Invoice Date
6 Aug 2021

Invoice Number
INV-0231

Reference
Covid-19 Vaccination Support

GST Number
109-138-517

Student Volunteer Army
 Foundation
 4 Ash Street
 Christchurch 8011
 New Zealand

Description	GST	Amount NZD
Covid-19 Vaccination Support (Volunteer placement in ARC Aged Residential Care) in June and July	15%	1,550.00
Covid-19 Vaccination Support (T-shirt identification for Aged Residential Care) in June and July	15%	225.00
Covid-19 Vaccination Support (Volunteer placement at 12 vaccination sites) for August/ September	15%	36,000.00
Covid-19 Vaccination Support (T-shirt identification at vaccination sites) for August/September	15%	2,700.00
	Subtotal	40,475.00
	TOTAL GST 15%	6,071.25
	TOTAL NZD	46,546.25

Due Date: 20 Aug 2021

Our preferred payment for overseas transfers is by Telegraphic Transfer. If paying by this method please add \$27 telegraphic transfer fee which is deducted by the receiving bank from our funds receipt. Please include reference number when paying paid direct credit to account number: Kiwibank S(9)(2)(a)

All donations of \$5 or more are eligible for a tax rebate up to the level of your income. Charities Commission No. CC47611

Any queries regarding payment please email: hello@volunteerarmy.org



[View and pay online now](#)

RELEASED UNDER THE OFFICIAL INFORMATION ACT



PAYMENT ADVICE

To: Student Volunteer Army Foundation
4 Ash Street
Christchurch 8011
New Zealand

Customer	Canterbury District Health Board
Invoice Number	INV-0231
Amount Due	46,546.25
Due Date	20 Aug 2021
Amount Enclosed	

Enter the amount you are paying above

Out of scope

RELEASED UNDER THE OFFICIAL INFORMATION ACT

From: Joanna Batcup

Sent: Wednesday, 18 August 2021 11:38 AM

To: Mardi Postill <Mardi.Postill@cdhb.health.nz>; ECC Operations (CDHB) <ECCOpsCDHB@cdhb.health.nz>; Carol Horgan <Carol.Horgan@cdhb.health.nz>

Subject: RE: SVA Invoice and update

Carol/Mardi – just spoken to **s(9)** (SVA **s(9)**), has his been progressed?

Many thanks

Jo Batcup

COVID Immunisation Programme - Staff Lead,

Canterbury District Health Board

Cell phone: **s(9)(2)(a)**

Email: joanna.batcup@cdhb.health.nz

Hours of work: Monday to Thursday and alternate Fridays

Have you scanned in today?

Everyone, including all DHB staff, should scan in at work every day using the **COVID-19 Tracer App**.

Unite
against
COVID-19



From: Mardi Postill <Mardi.Postill@cdhb.health.nz>
Sent: Friday, 13 August 2021 7:27 AM
To: ECC Operations (CDHB) <ECCOpsCDHB@cdhb.health.nz>; Carol Horgan <Carol.Horgan@cdhb.health.nz>
Cc: Joanna Batcup <Joanna.Batcup@cdhb.health.nz>
Subject: RE: SVA Invoice and update

I think Carol had this in hand?

Mardi Postill

Team Leader, Older Persons' Health Planning and Funding

Canterbury & West Coast District Health Board
 32 Oxford Tce | PO Box 1600 | Christchurch 8140 |

s9(2)(a)

Email: mardi.postill@cdhb.health.nz

<https://www.livestronger.org.nz/>



From: ECC Operations (CDHB)
Sent: Thursday, 12 August 2021 4:03 p.m.
To: Mardi Postill <Mardi.Postill@cdhb.health.nz>; Carol Horgan <Carol.Horgan@cdhb.health.nz>
Cc: Joanna Batcup <Joanna.Batcup@cdhb.health.nz>
Subject: FW: SVA Invoice and update

Hi Mardi and Carol

Keen for some advice here please. As you can see below s(9) would like us to pay upfront for the service and I'm aware we've been looking at what our options are to support SVA. Had you managed to work out how we wished to do this? Jo's on leave this week, which s(9) is aware of, and I'm expecting that SVA and Jo will connect early next week in person so it would be helpful to know where the P&F thinking has got to on this.

Ngā mihi

s(9)
 (2)(a)

s(9)(2)(a)

Canterbury Covid-19 Vaccination Operations Lead

Phone: s(9)(2)(a)

Email: ECCOpsCDHB@cdhb.health.nz**From:** Joanna Batcup**Sent:** Sunday, 8 August 2021 9:39 AM**To:** ECC Operations (CDHB) <ECCOpsCDHB@cdhb.health.nz>**Subject:** FW: SVA Invoice and update

fyi

Jo BatcupCOVID Immunisation Programme - Staff Lead,
Canterbury District Health Board

Cell phone: s(9)(2)(a)

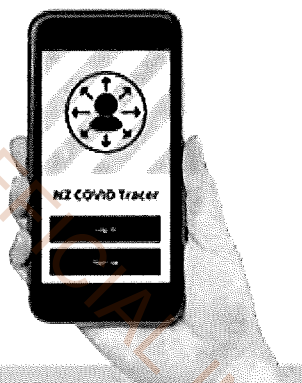
Email: Joanna.batcup@cdhb.health.nz

Hours of work: Monday to Thursday and alternate Fridays

Have you scanned in today?

Everyone, including all DHB staff, should scan in at work every day using the **COVID-19 Tracer App**.

Unite
against
COVID-19

**From:** s(9)(2)(a) <[s\(9\)\(2\)\(a\)@volunteerarmy.org](mailto:s(9)(2)(a)@volunteerarmy.org)>**Sent:** Friday, 6 August 2021 11:16 AM**To:** Joanna Batcup <Joanna.Batcup@cdhb.health.nz>**Cc:** s(9)(2)(a) <[s\(9\)\(2\)\(a\)@sva.org.nz](mailto:s(9)(2)(a)@sva.org.nz)>**Subject:** SVA Invoice and update

Hi Jo,

Hope all is well - thank you for the emails with s(9)(2)(a) regarding the volunteers. We have started today to recruit two paid volunteer recruiters to be able to support you with the 12 sites over the coming months. Penny Roy our operations manager CC'd is overseeing this as s(9)(2) is moving on from SVA in a couple of weeks. We can start with placements right away but it will take some time to scale up the numbers to be able to provide 3 per day at 12 sites. Within that, we will have to break down the demand into 2 or sometimes 3 shifts.

I've attached an invoice here for the backdated work completed in ARC and for 720 volunteer placements with the CDHB over the coming month(s). This is based on providing up to 180 volunteers a week (12 sites x 3 volunteers per day x 5 days per week volunteer). We need to invoice in advance to be able to work towards this and have a washup at the end if the services are not fulfilled to the level.

If you have time Monday/ Tuesday Penny and I can come tot he DHB to meet briefly on this and align on thinking and our approach to delivering this for you.

Cheers, s(9)
s(9)(2)(a)

s(9)(2)(a)

s(9)(2)(a) @volunteerarmy.org



Our kaupapa is only possible through great partnerships



Website: www.sva.org.nz

Social: [Facebook](#) | [LinkedIn](#) | [Instagram](#)

Sent via [Superhuman](#)

UNDER THE OFFICIAL INFORMATION ACT

Out of scope

RELEASED UNDER THE OFFICIAL INFORMATION ACT

From: Joanna Batcup

Sent: Wednesday, 15 September 2021 3:38 PM

To: s(9)(2)(a)@sva.org.nz

Cc: s(9)(2)(a)@volunteerarmy.org>; s(9)(2)(a)@pegasus.org.nz>; Rebecca Lord
<Rebecca.Lord@cdhb.health.nz>

Subject: Volunteers at Mass Vax sites

Hi s(9)(2)

The Covid -19 Mass Vaccination Programme is moving into a new operating model.

We will be reducing our capacity at both The Princess Margaret Hospital and Orchard Rd from Monday 25th September 2021, whereas the Primary Health Care sector will be maintaining or increasing capacity to meet the needs of our potential clients.

This impacts on our staff resource positively, meaning we can now manage way finding within our current staffing.

I would like to take this opportunity to thank you for the considerable support you have provided to our mass vaccination sites and for the continued support you are providing to the Primary Health Care sites.

We will miss your wonderful volunteers on site, their can-do attitude and enthusiasm.

Many thanks for your contribution to this important programme.

Jo Batcup

COVID Immunisation Programme - Staff Lead

Canterbury District Health Board

Cell phone: **s(9)(2)(a)**

Email: joanna.batcup@cdhb.health.nz

Hours of work: Monday to Thursday and alternate Fridays

Have you scanned in today?

Everyone, including all DHB staff, should scan in at work every day using the **COVID-19 Tracer App**.

Unite against COVID-19



RELEASED UNDER THE OFFICIAL INFORMATION ACT

Out of scope

RELEASED UNDER THE OFFICIAL INFORMATION ACT

From: Joanna Batcup
Sent: Monday, 13 September 2021 11:40 AM
To: Dee Wu <Dee.Wu@cdhb.health.nz>
Subject: FW: Invoice for Student Volunteer Army Vaccine Clinic Volunteers

Hi Dee – Has SVA been set up to enable invoice payments?

Thanks

Jo Batcup
COVID Immunisation Programme - Staff Lead,
Canterbury District Health Board

Cell phone: s(9)(2)(a)
Email: joanna.batcup@cdhb.health.nz
Hours of work: Monday to Thursday and alternate Fridays

Have you scanned in today?

Everyone, including all DHB staff, should scan in at work every day using the **COVID-19 Tracer App**.

Unite
against
COVID-19



From: s(9)(2)(a)@sva.org.nz
 Sent: Friday, 10 September 2021 12:56 PM
 To: Joanna Batcup <Joanna.Batcup@cdhb.health.nz>
 Subject: Invoice for Student Volunteer Army Vaccine Clinic Volunteers

Kia ora Jo,

Happy Friday. I hope you have had a good week.

Please find attached the invoice for our services so far. Let me know if you have any questions.

We have placed 842 volunteers at clinics around the city so far. I am working with clinics to ensure our volunteer numbers best support the clinics with the alert level changes.

Thanks,

s(9)(2)(a)

s(9)(2)(a)@sva.org.nz



OUR KAUPAPA IS ONLY MADE POSSIBLE THANKS TO OUR PARTNERS



DOWNLOAD THE SVA APP TODAY

Website: www.sva.org.nz

Social: [Facebook](#) | [LinkedIn](#) | [Instagram](#)

RELEASED UNDER THE OFFICIAL INFORMATION ACT

Out of scope /Double up

RELEASED UNDER THE OFFICIAL INFORMATION ACT

RELEASED UNDER THE OFFICIAL INFORMATION ACT

RELEASED UNDER THE OFFICIAL INFORMATION ACT

RELEASED UNDER THE OFFICIAL INFORMATION ACT

RELEASED UNDER THE OFFICIAL INFORMATION ACT

Out of Scope

RELEASED UNDER THE OFFICIAL INFORMATION ACT

From: Joanna Batcup
Sent: Tuesday, 21 September 2021 9:01 AM
To: Julia Henson <Julia.Henson@cdhb.health.nz>
Cc: COVID Comms < covidcomms@cdhb.health.nz >
Subject: RE: SVA - Primary Care

Hi Julia – there is support being provided by SVA at Primary Health care sites.

Many thanks

Jo Batcup
COVID Immunisation Programme - Staff Lead
Canterbury District Health Board

Cell phone: s(9)(2)(a)

Email: joanna.batcup@cdhb.health.nz

Hours of work: Monday to Thursday and alternate Fridays

Have you scanned in today?

Everyone, including all DHB staff, should scan in at work every day using the **COVID-19 Tracer App**.

Unite against COVID-19



From: Julia Henson
Sent: Tuesday, 21 September 2021 8:33 AM
To: Joanna Batcup <Joanna.Batcup@cdhb.health.nz>
Cc: COVID Comms < covidcomms@cdhb.health.nz >
Subject: SVA - Primary Care

Hi Jo,
 Happy Tuesday!

Just checking in – I have had an email from SVA (I am apart of SVA) with a big push for more volunteers at vax sites. I have heard that there is still some PC support being provided by SVA – is this the case? Sorry – I am new the role so still trying to get my head around how everything/everyone fits in together.

Thanks

Julia

Ngā mihi,

Julia Henson

Senior Communications Advisor | Canterbury and West Coast District Health Boards

s(9)(2)(a) E: Julia.Henson@cdhb.health.nz

Level 1, Corporate Office, 32 Oxford Terrace, Christchurch 8011

Have you scanned in today?

Everyone, including all DHB staff, should scan in at work every day using the **COVID-19 Tracer App**.

Unite against COVID-19



Out of Scope

RELEASED UNDER THE OFFICIAL INFORMATION ACT

From: Dee Wu <Dee.Wu@cdhb.health.nz>
Sent: Tuesday, 21 September 2021 2:04 PM
To: Joanna Batcup <Joanna.Batcup@cdhb.health.nz>
Subject: FW: Invoice for Student Volunteer Army Vaccine Clinic Volunteers

Hi Jo, SVA is now set up in our system, do we have a services agreement with them? Just checking the invoice and make sure we are paying the right amount.

Thanks

Kind Regards
Dee Wu
Management Accountant
Corporate Finance
Canterbury District Health Board
s(9)(2)(a)

Canterbury

District Health Board

Te Pōari Hauora o Waitaha

From: Dee Wu

Sent: Thursday, 16 September 2021 11:08 AM

To: Agnes Shum <Agnes.Shum@cdhb.health.nz>

Subject: FW: Invoice for Student Volunteer Army Vaccine Clinic Volunteers

This is the SVA invoice that need to be paid – refer to my last email.

Kind Regards

Dee Wu

Management Accountant

Corporate Finance

Canterbury District Health Board

s(9)(2)(a)

Canterbury

District Health Board

Te Pōari Hauora o Waitaha

From: Joanna Batcup

Sent: Monday, 13 September 2021 11:40 AM

To: Dee Wu <Dee.Wu@cdhb.health.nz>

Subject: FW: Invoice for Student Volunteer Army Vaccine Clinic Volunteers

Hi Dee – Has SVA been set up to enable invoice payments?

Thanks

Jo Batcup

COVID Immunisation Programme - Staff Lead,

Canterbury District Health Board

Cell phone: s(9)(2)(a)

Email: joanna.batcup@cdhb.health.nz

Hours of work: Monday to Thursday and alternate Fridays

Carol Horgan

Subject: FW: SVA support for COVID Clinics [EXTERNAL SENDER]

From: s(9)(2)(a)@sva.org.nz
Sent: Wednesday, 13 October 2021 12:10 PM
To: Monique Gale <Monique.Gale@cdhb.health.nz>; Carol Horgan <Carol.Horgan@cdhb.health.nz>
Subject: Re: SVA support for COVID Clinics [EXTERNAL SENDER]

Kia ora Monique and Carol,

Just following up my previous email to see if you need any further information from Student Volunteer Army around formalising an agreement.

The only other detail that jumps to mind for this agreement on our end was that the CDHB had also agreed to pay for a t-shirt for each volunteer which I will be including in the invoices. Let me know if you need more details around this to include in the contract.

Thank you,

s(9)(2)(a)

On Mon, Sep 27, 2021 at 8:59 AM s(9)(2)(a)@sva.org.nz wrote:

Kia ora Monique and Carol,

My apologies for the delay in getting back to you. s(9)(2)(a)

To confirm we are currently working with ten clinics around the city and the total number of available shifts per week for volunteers to sign up for is 353 so 1,412 per month. Currently, we are not filling every shift every week but with our online booking system it is possible for volunteers to sign up for every requested shift. It would be nice to have an additional buffer for the upper limit of shifts per week in case some clinics request additional shifts or we take on additional clinics.

The available shifts are based on the requests from each clinic. We also have the capacity to take on additional clinics should they request our support.

Let me know if you need any further information from me.

Thanks,

s(9)(2)(a)

On Tue, Sep 21, 2021 at 1:12 PM Monique Gale <Monique.Gale@cdhb.health.nz> wrote:

As discussed,

Many thanks

Monique Gale

Portfolio Manager, Mental Health, Planning and Funding

CDHB Corporate Offices, Level 2, 32 Oxford Tce, Christchurch 8011

PO Box 1600, Christchurch Mail Centre, Christchurch 8140

s(9)(2)(a)

E monique.gale@cdhb.health.nz

Care and respect for others/Manaaki me te whakaute i te tangata.

Integrity in all we do/Hāpai i ā mātou mahi katoa i runga i te pono.

Responsibility for outcomes/Te Takohanga i ngā

This email may contain privileged and confidential information, including health information protected by the Health Information Privacy Code and the Privacy Act. It is intended solely for the intended recipient(s). Any unauthorized use, redistribution, disclosure, or reproduction of this email and/or its attachments is strictly prohibited and may be unlawful. If you are not the intended recipient, please notify the sender immediately and delete the original message, including attachments, from your system. Any views or opinions expressed in this email are those of the individual sender, and do not necessarily reflect those of the Canterbury District Health Board unless otherwise stated.

--

Carol Horgan

From: Carol Horgan
Sent: Friday, 15 October 2021 2:34 PM
To: s(9)(2)(a)
Subject: RE: Fwd: SVA support for COVID Clinics [EXTERNAL SENDER]

Hi s(9)(2)(a)

Can you remind me what we agreed in terms of funding for hi vis vests or tee shirts?
 I can see from your recent invoice you included \$720 for tee shirts, but I couldn't work out how many there were.

Thanks,
 Carol

From: s(9)(2)(a)@volunteerarmy.org
Sent: Friday, 15 October 2021 2:09 PM
To: Carol Horgan <Carol.Horgan@cdhb.health.nz>
Cc: Monique Gale <Monique.Gale@cdhb.health.nz>; s(9)(2)(a)@sva.org.nz; Karalyn van Deursen <Karalyn.Vandeursen@cdhb.health.nz>; Linda Jones <Linda.Jones@cdhb.health.nz>
Subject: RE: Fwd: SVA support for COVID Clinics [EXTERNAL SENDER]

Thanks Carol, I appreciate that. We'll carry on with the volunteers for tomorrow. Best, Sam

s(9)(2)(a)

s(9)(2)(a)@volunteerarmy.org

Website: www.sva.org.nz
 Social: [Facebook](#) | [LinkedIn](#) | [Instagram](#)

Sent via [Superhuman](#)

On Fri, Oct 15, 2021 at 1:19 PM, Carol Horgan <Carol.Horgan@cdhb.health.nz> wrote:

Hello s(9)(2)(a)

We thought a letter of agreement had already gone to you, but unfortunately it was held up. Please accept our apologies, and I will get this to you as soon as possible.

In the meantime, we are currently processing your recent invoice for payment and we will similarly process your invoice for SVA support for Super Saturday.

Our agreement is for s(9)(2)(b) per volunteer per day and for high vis Tee Shirts.

Please give me a call if you have any questions.

Carol

Carol Horgan

Canterbury Covid Vaccination programme

Planning & Funding - Canterbury District Health Board s(9)(2)(a) 32 Oxford Tce, Christchurch 8011 or PO Box 1600,
Christchurch 8140 | carol.horgan@cdhb.health.nz

From: s(9)(2)(a)@volunteerarmy.org>

Sent: Friday, 15 October 2021 11:43 AM

To: Monique Gale <Monique.Gale@cdhb.health.nz>; Carol Horgan <Carol.Horgan@cdhb.health.nz>

Cc: s(9)(2)(a)@sva.org.nz>; Karalyn van Deursen <Karalyn.Vandeursen@cdhb.health.nz>

Subject: Re: Fwd: SVA support for COVID Clinics [EXTERNAL SENDER]

Hi Monique and Carol,

Could you please update me urgently on SVA's contract progress with the CDHB?

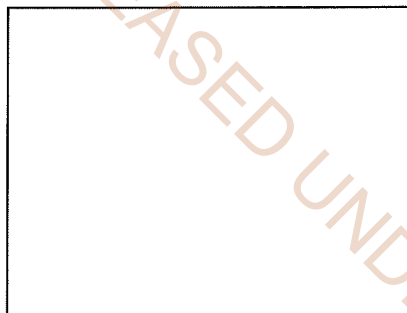
I am not comfortable with my team proceeding with volunteers tomorrow for Super Saturday unless we can get some kind of timeframe and clarity on the holdup.

Please respond and update.

Thanks s(9)(2)(a)

s(9)(2)(a)

s(9)(2)(a) @volunteerarmy.org



Website: www.sva.org.nz
Social: [Facebook](#) | [LinkedIn](#) | [Instagram](#)

On Fri, Oct 15, 2021 at 11:05 AM, s(9)(2)(a) <@sva.org.nz> wrote:

Hey s(9)(2)(a)

Here is the correspondence I've had with the invoicing team so far. I have talked with Monique a couple of times on the phone and I don't believe they are waiting on anything else from us.

I have tried calling Monique today and left a message. I will try Carol shortly to try and get this wrapped up.

If you have any input just let me know!

Thanks,

s(9)(2)(a)

----- Forwarded message -----

From: s(9)(2)(a)@sva.org.nz

Date: Tue, Oct 12, 2021 at 4:09 PM

Subject: Re: SVA support for COVID Clinics

To: Monique Gale <Monique.Gale@cdhb.health.nz>, Carol Horgan <Carol.Horgan@cdhb.health.nz>

Kia ora Monique and Carol,

Just following up my previous email to see if you need any further information from Student Volunteer Army around formalising an agreement.

The only other detail that jumps to mind for this agreement on our end was that the CDHB had also agreed to pay for a t-shirt for each volunteer which I will be including in the invoices. Let me know if you need more details around this to include in the contract.

Thank you,

s(9)(2)(a)

On Mon, Sep 27, 2021 at 8:59 AM s(9)(2)(a)@sva.org.nz wrote:

Kia ora Monique and Carol,

My apologies for the delay in getting back to you s(9)(2)(a)

To confirm we are currently working with ten clinics around the city and the total number of available shifts per week for volunteers to sign up for is 353 so 1,412 per month. Currently, we are not filling every shift every week but with our online booking system it is possible for volunteers to sign up for every requested shift. It would be nice to have an additional buffer for the upper limit of shifts per week in case some clinics request additional shifts or we take on additional clinics.

The available shifts are based on the requests from each clinic. We also have the capacity to take on additional clinics should they request our support.

Let me know if you need any further information from me.

Thanks,

s(9)(2)(a)

On Tue, Sep 21, 2021 at 1:12 PM Monique Gale <Monique.Gale@cdhb.health.nz> wrote:

As discussed,

Many thanks

Monique Gale

Portfolio Manager, Mental Health, Planning and Funding

CDHB Corporate Offices, Level 2, 32 Oxford Tce, Christchurch 8011

PO Box 1600, Christchurch Mail Centre, Christchurch 8140

s(9)(2)(a)

E monique.gale@cdhb.health.nz

Care and respect for others/Manaaki me te whakaute i te tangata.

Integrity in all we do/Hāpai i ā mātou mahi katoa i runga i te pono.

Responsibility for outcomes/Te Takohanga i ngā

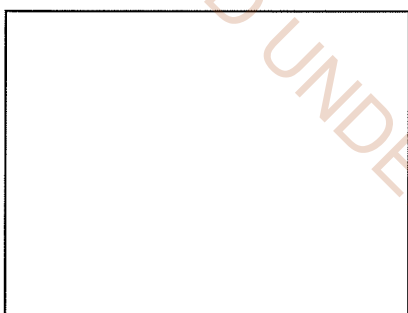
*

This email may contain privileged and confidential information, including health information protected by the Health Information Privacy Code and the Privacy Act. It is intended solely for the intended recipient(s). Any unauthorized use, redistribution, disclosure, or reproduction of this email and/or its attachments is strictly

prohibited and may be unlawful. If you are not the intended recipient, please notify the sender immediately and delete the original message, including attachments, from your system. Any views or opinions expressed in this email are those of the individual sender, and do not necessarily reflect those of the Canterbury District Health Board unless otherwise stated.

--
s(9)(2)(a)

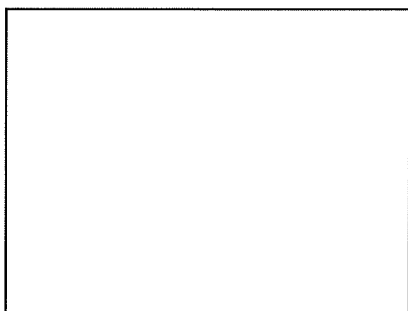
s(9)(2)(a) @sva.org.nz



Website: www.sva.org.nz
Social: [Facebook](#) | [LinkedIn](#) | [Instagram](#)

--
s(9)(2)(a)

s(9)(2)(a) @sva.org.nz



Carol Horgan

From: Carol Horgan
Sent: Friday, 15 October 2021 4:32 PM
To: s(9)(2)(a)
Subject: RE: T-shirts [EXTERNAL SENDER]

Thanks for that s(9)(2)(a)

And I assume it is one tee shirt per volunteer, and once they have a tee shirt, they wear it for multiple events (until it gets worn out, of course 😊)

I'll update the letter of agreement and get it to you next week.

Cheers,
 Carol

Carol Horgan
Canterbury Covid Vaccination programme
 Planning & Funding - Canterbury District Health Board | s(9)(2)(a) 32 Oxford Tce, Christchurch 8011 or PO Box 1600, Christchurch 8140 | carol.horgan@cdhb.health.nz

From: s(9)(2)(a) <s(9)(2)(a)@sva.org.nz>
Sent: Friday, 15 October 2021 3:13 PM
To: Carol Horgan <Carol.Horgan@cdhb.health.nz>
Subject: T-shirts [EXTERNAL SENDER]

Kia ora Carol,

The agreement was \$15 per t-shirt. Please disregard the t-shirt line in the previous invoice- we provided an updated invoice without this line.

I will include the t-shirts for each volunteer on the next invoice.

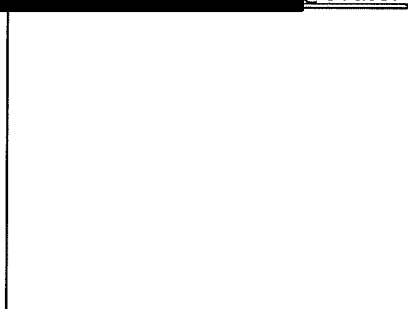
Let me know if you have any questions.

Thanks,
 Madi

s(9)(2)(a)

s(9)(2)(a)

@sva.org.nz



Carol Horgan

From: s(9)(2)(a)@sva.org.nz
Sent: Thursday, 9 December 2021 4:46 PM
To: Carol Horgan; s(9)(2)(a)
Subject: Student Volunteer Army Support [EXTERNAL SENDER]

Kia ora Carol,

Lovely to chat just now.

As mentioned there are two key areas where SVA could provide some additional support for the CDHB moving forward:

- Volunteers in pharmacies to support the general public with accessing their vaccine passports. We appreciate the pressure on pharmacies must be immense and we would be happy to start supplying volunteers as soon as required.

- Volunteers to support vaccine clinics with the surging demand for booster shots and when the vaccine becomes available for younger age groups.

It would be fantastic to have our contract renewed to continue beyond the 31st of December and updated as required to reflect the variety of support we can provide.

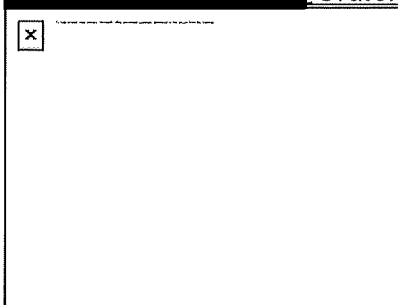
Let me know if you need any more information from us.

I hope the last two weeks of this role goes smoothly for you and that you get some well-deserved rest as you transition back to your normal role.

Thank you for your support,

s(9)(2)(a)

s(9)(2)(a)@sva.org.nz



Website: www.sva.org.nz

Social: [Facebook](#) | [LinkedIn](#) | [Instagram](#)