

Minutes of the Hunter New England Local Health District Board

Thirty Seventh Meeting

15th October 2014

Venue: District Headquarters

Present

Associate Professor Lyn Fragar, Professor Trevor Waring, Mr Peter Johnston, , Mr Bradley Webb, Dr Bruce Bastian, Ms Lyn Raines, Dr Ian Kamerman, Mr Ken White, Mrs Janelle Speed and Dr Helen Belcher

Apologies

Dr Felicity Barr

In Attendance

Mr Michael DiRienzo, Ms Karen Kelly, Ms Glenda Dingwall, Mr Warren Laurence and Ms Desiree Chymiak

Order of Business: 1.1-1.6; 6.2.2; 1.7-5.3; 7.3.1; 5.6-9.3

PRELIMINARY

1.1 Welcome, Apologies and Acknowledgment of Country

The Chair, Associate Professor Lyn Fragar opened the meeting at 8.45am.

The Chair ACKNOWLEDGED the traditional owners of the country on which the meeting was held and elders past and present.

The Chair advised the Professor Trevor Waring had been made an Honorary Fellow of the Australian Psychological Society. The Board congratulated Professor Waring on his appointment.

1.2 Conflicts of Interest

There were no conflicts of interest declared by Board members for this meeting.

1.3 Adoption of Minutes

The minutes of the meeting held on the 17th September 2014 had been circulated.

The minutes were ADOPTED by the Board. The minutes will be published on the Hunter New England internet site.

ACTION BY: Ms Desiree Chymiak

1.4 Action List

Progress on action items were NOTED by the Board.

Mr Warren Laurence briefed the Board on the status and plans for upgrade of IT services to Quirindi and 66 sites across the District. Upgrades should be completed in the new year.

1.5 Board Chair Report

The Board Chair reported that she attended the Community and Consumers Partnership Committee on behalf of Dr Helen Belcher.

1.6 Chief Executive's Report

The Chief Executive's report had been circulated in the business papers.

The report addressed the following:

- Information on Hunter New England LHD application for Integrated Care – Planning and Innovation Fund.
- Update on plans for increasing capacity at the Maitland Hospital
- Peel Cluster accreditation
- Renal Dialysis at Manning
- Information on the NSW Health Awards
- Information on the NSW Aboriginal Health Awards

1.7 Morisset Hospital – post visit briefing

A paper had been distributed in the business papers. Associate Professor Martin Cohen attended the meeting and presented the briefing on plans for the services provided from the Morisset Hospital.

The information was discussed and NOTED by the Board.

COMMUNITY – THE PEOPLE WE SERVE

2.1 Aboriginal and Torres Strait Island Strategic Leadership Committee Report

There were no papers for this meeting.

2.2 Community and Consumers Partnership Committee Report

There were no papers for this meeting.

2.3 Social Determinants of Health Committee Report

There were no papers for this meeting.

SERVICE – THE SERVICE WE PROVIDE

3.1 District Clinical Council Minutes

The minutes had been distributed with the business papers. Dr Bruce Bastian spoke to the report. It was AGREED that Dr Ian Kamerman would be appointed as a member of the District Clinical Council.

The minutes were NOTED by the Board.

3.2 Medical Staff Executive Council Report

The Board Chair tabled a paper which outlined the Board Expectations of the Medical Staff Executive Council representative.

The Board considered and ADOPTED the paper, as reflecting the Board's recommendations to the Medical Staff Executive Council.

The paper to be provided to Dr Tim Stanley for inclusion in the agenda of the Medical Staff Executive Council meeting scheduled for the 21st October.

ACTION BY: Ms Desiree Chymiak

3.3 New Business

3.3.1 Manning Hospital Maternity Services

A briefing paper had been distributed in the business papers.

The Board NOTED the report and recommendations and ACCEPTED the recommendations.

The Board requested that an additional recommendation be added to the report to include early evaluation and reporting of progress of implementing the recommendations.

ACTION BY: Mr Michael DiRienzo

A progress report will be provided to the Board in the new year.

3.4 For Information

3.4.1 John Hunter Hospital Nursing and Midwifery News

A paper had been circulated in the business papers for information.

The Board NOTED the content, highlighting the reported decline in complaints.

3.4.2 Non-Emergency Patient Transport

A paper had been circulated in the business papers for information.

The paper was NOTED by the Board.

SAFETY AND QUALITY – EXCELLENCE – EVERY PATIENT, EVERY TIME

4.1 Health Care Quality Committee Report

There were no papers for this meeting, however a brief verbal report was given by Mr Ken White on the meeting held the previous day with the official minutes to be provided at the next meeting.

4.2 Patient Story

The patient story had been circulated in the business papers and was DISCUSSED and NOTED by the Board.

RESOURCES – MANAGING OUR SERVICES WELL

5.1 Finance and Performance Report

The papers had been circulated in the business papers. Mr Fergus Fitzsimons spoke to the report.

The Board DISCUSSED and NOTED the Finance and Performance Report.

5.2 Finance and Performance Committee Report

The minutes were distributed in the business papers.

The minutes were NOTED by the Board.

5.3 Audit and Risk Management Committee

The minutes were distributed in the business papers. Mr Peter Johnston spoke to the report.

The minutes were NOTED by the Board.

5.4 Work, Health and Safety Report

The report was distributed in the business papers.

The report was NOTED by the Board.

5.5 New Business

Nil for this meeting.

5.6 For Information

5.6.1 Capacity Assessment Project – Activity Based Funding Component

Information had been provided to the Board for its information.

The report was NOTED by the Board.

5.6.2 John Hunter Hospital Television System Upgrade

Information had been provided to the Board for its information.

The report was NOTED by the Board.

5.6.3 HNE - ABF Funding and Transition Grants 2015/2016

Information had been provided to the Board for its information.

The report was NOTED by the Board.

POSITIONING FOR THE FUTURE

6.1 Innovation and Research Report

There were no papers for this meeting.

6.2 New Business

6.2.1 Review and Development of the District Strategic Plan 2015-2018

A paper had been distributed in the business papers. The paper was NOTED and the plan was ENDORSED by the Board.

The Board NOMINATED Professor Trevor Waring to be a member of the working party.

6.2.2 Presentation on the Agency for Clinical Innovation (ACI)

The Chair welcomed Dr Nigel Lyons, the Chief Executive of the ACI who joined the meeting and provided a presentation outlining the role of and plans for the ACI, and the benefits to be gained by maintaining the working relationship with the agency.

He invited the District to submit its priorities to the ACI for its consideration. Mr Michael DiRienzo will prepare such a proposal in association with the Executive Leadership Team.

ACTION BY: Mr Michael DiRienzo

The Board thanked Dr Lyons and NOTED the report.

6.3 For Information

6.3.1 Advanced Health Research and Translation Centre

Information had been provided to the Board for its information.

The report was NOTED by the Board.

OUR STAFF AND WORKPLACE CULTURE

7.1 Medical and Dental Appointments Advisory Committee

There were no papers for this meeting.

7.2 Human Resources Report

There were no papers for this meeting.

7.3.1 Joint Medical Program

The Chair welcomed Professor Ian Symonds, Dean of the Joint Medical program of the University of Newcastle and the University of New England. He provided the Board with a presentation on the Joint Medical Program, its governance structures, achievements and plans for the future.

The Board thanked Professor Symonds and NOTED the report.

BOARD DEVELOPMENT

8.1 Board Performance Report

There were no papers for this meeting.

8.2 Board Members Development Report

The meeting noted that the Board meeting had been preceded by a Board Education Session addressing the subject: *When does our discussion become operational? – Back to basics*

MEETING REVIEW AND FEEDBACK

9.1 Members Issues Not Covered Elsewhere

9.1.1 Ebola Readiness

Ms Karen Kelly had been requested by the Chair to provide a presentation to the Board to provide information on the State and District plans to respond to presentation of patient/s with Ebola infection.

The presentation was NOTED by the Board.

9.1.2 Primary Health Networks

The Chief Executive provided information that had just been released by the Commonwealth Government on the planned boundaries of the Primary Health Networks.

The information was NOTED by the Board.

9.2 Feedback from the September Meeting

A summary of members and attendees feedback from the September meeting was provided with the business papers. There was discussion over how to ensure that there is no adverse intrusion into patients' spaces or care during Board visits to health service facilities.

The report was NOTED by the Board.

9.3 Next Meeting

The next meeting will be held on the 18th and 19th November 2014 in Warialda.