

Minutes of the Hunter New England Local Health District Board

Twenty-Third Meeting

24th July 2013

Venue: Singleton Hospital

Present

Associate Professor Lyn Fragar, Dr Felicity Barr, Dr Bruce Bastian, Dr Helen Belcher, Mrs Janelle Speed, Dr Ian Kamerman, Mr Peter Johnston, Mr Bradley Webb, Mr Fergus Fitzsimons, Professor Trevor Waring and Mr Ken White.

Apologies

Dr Nik Bogduk

In Attendance

Mr Michael DiRienzo, Ms Susan Heyman, Mr Todd McEwan, Ms Karen Kelly and Ms Maryanne Lynch.

Order of business: 1-4.5; 5.1-5.8;5.11;5.10;6.1-6.5;9.0;8.1

Tour of the facility – 9.00am

The Board and Executive were led on a tour of Singleton Hospital, visiting wards and the new Emergency Department

BUSINESS OF THE MEETING

1. Welcome and Apologies, Acknowledgement of Country

The Chair, Associate Professor Lyn Fragar, opened the meeting at 10.00am.

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

2. Declarations of Conflict of Interest

Dr Bastian noted a possible conflict in relation to item 4.3 – Clinical Services Plan – Lower Mid North Coast in regards to Cardiology. This was NOTED by the Board.

3. Minutes of the Previous Meeting

The minutes of the meeting held on the 26th June 2013 had been circulated.

The minutes were ADOPTED by the Board.

The minutes, as amended for publication, will be published on the Board section of the Hunter New England Local Health District website.

ACTION BY: Secretariat

4. Business Arising from Previous Meetings

4.1 Action Sheet – report on actions taken

It was NOTED that items arising on the Action Sheet had been incorporated into the meeting agenda.

4.2 Aboriginal Strategic Leadership Committee

Ms Heyman provided a verbal update, noting that the Terms of Reference had been updated. Previous members were written to, thanking them for their service, with the first meeting of the newly established committee to be held on the 22nd August 2013.

The Board NOTED this advice.

4.3 Lower Mid North Coast Plan

A briefing along with the Plan was circulated in the Business Papers.

Ms Kelly tabled the results of the feedback sought by the Board at the previous meeting. All comments arising from this feedback have been incorporated into the Plan. Discussion ensued regarding Cardiology and referral pathways between Port Macquarie Base Hospital (which has a Cardiac Catheter Lab) and John Hunter Hospital.

Inclusion of the Social Determinants of Health was discussed and Ms Kelly moved that this be included in all future planning documents.

The Board moved to ADOPTED the Plan, thanking Ms Kelly and her team for the quality of the document.

The Agenda was suspended at 10.00am for morning tea with the Singleton Health Committee to hear their views about collaboration with the town, Singleton Hospital and the work being undertaken by the Local Health Committee.

Issues discussed with the Singleton Health Committee included:

- Programs in Aboriginal health, specifically the hearing program
- Maintenance of local laboratory services
- Access to transport for health care in Newcastle, community transport, CityRail limitations
- The need for the Committee to be more visible in the community
- The request for more feedback from the District organisation
- The Committee has strong links with the local media
- Need for improved mental health and dementia services

At 11.10am, Business of the meeting was re-commenced.

4.4 Hunter Valley Strategy

A briefing, along with the Hunter Valley Health Strategy had been circulated in the Business Papers.

The comments arising from feedback had been incorporated into the document. Discussion ensued regarding progress to date and the pending announcement of the preferred site for the new hospital.

The Board ADOPTED the Plan, and thanked Ms Kelly and her team.

4.5 Rural Recruitment Model

A briefing on a rural recruitment strategy had been circulated in the Business Papers.

A verbal update was provided to the Board regarding discussions that had been held between Ian Kamerman, Nik Bogduk, Bruce Bastian, Susan Heyman and the Chief Executive.

The Board REQUESTED a further report on action to be taken to be provided to the Chief Executive and members for next meeting.

ACTION BY: A/Director Operations Primary and Community Networks, Dr Ian Kamerman

5. Standing Items

5.1 Board Chair Report (verbal)

The Board Chair reported of her attendance at the District Leadership Forum the week prior. Feedback received was positive and this was an opportunity for information to be shared. The Board Chair highlighted one particular session; Consumer Engagement which sought commitment from each District leader to action one item within 90 days that demonstrates Consumer Engagement.

The Board Chair referred members to item 6.2 – Year in Review – presentations to the District Leadership Forum as a summary of the achievements of Hunter New England Health in the last 12 months.

5.2 Chief Executive's Report

The Chief Executive's report had been circulated to the members in the business papers. The Board NOTED the report that provided progress reports on key current issues for the District. These included:

- Sod turning – Tamworth Hospital redevelopment
- Armidale Medical Review
- Surgery Performance progress
- Visit by Chief Executive, Ambulance Service of NSW Mr Ray Creen
- Director Internal Audit

- Ministry of Health changes – portfolios
- Muswellbrook Emergency Department
- Service Agreement

The Board discussed issues raised by the Chief Executive and NOTED the report.

5.3 Finance and Performance Report

The Finance and Performance Report had been circulated to the members in the business papers.

The Board NOTED the report and further RESOLVED to thank and congratulate the Chief executive, the Executive Leadership Team on the performance outcomes for 2012-2013, and REQUESTED the Chief executive to extend the thanks of the Board to all staff across the District for their commitment to ensuring a strong patient focused service to the people of Hunter New England

Action by: Chief Executive

5.4 Finance and Performance Committee

The minutes of the meeting held on the 18th June 2013 had been circulated in the Business Papers.

The minutes were NOTED by the Board.

The Agenda was suspended at 12.30pm for lunch with the staff of Singleton Hospital to hear their views about the challenges for the Hospital, the implementation of Excellence and Consumer Engagement.

Issues discussed with the staff of Singleton Hospital were:

- Rural Mental Health
- Bariatric patients
- Drug and Alcohol
- Transfer for acute patients
- Medicare Local
- HealthPathways
- Training for Nurses
- Pathology

At 1.30pm, Business of the meeting was re-commenced.

5.5 Health Care Quality Committee

The minutes of the meeting held on the 11th June had been circulated in the Business Papers. Dr Belcher provided advice regarding the revised Charter, seeking endorsement, noting that meetings would now be held five times per year, with all members of the Executive Leadership Team or their delegate to attend.

The Board ENDORSED the revised Terms of Reference (Charter).

5.6 Audit and Risk Management Committee

Dr Barr advised that the Committee met the week prior, with financial statements cleared.

The Board NOTED this advice.

5.7 Medical and Dental Appointments Advisory Committee

Professor Waring provided a verbal update regarding recent appointments made, specifically for Orthopaedic surgery at Tamworth.

The Board NOTED this advice.

5.8 Clinical Council

A report summarising the meeting had been circulated in the Business Papers. The minutes of the meeting held on the 10th July 2013 will be circulated when available.

The Board NOTED the advice in the report.

5.9 Medical Staff Executive Council Report

Nil report provided due to apologies of Professor Nik Bogduk.

5.10 Member's report (verbal)

Dr Barr reported having attended a seminar, hosted by the Agency for Clinical Innovation on behalf of the Board Chair regarding Activity Based Funding; providing a summary of the seminar's events.

Dr Belcher advised of a Community Engagement Forum in Scone on 1 November 2013.

Dr Kamerman attended the sod turning ceremony in Tamworth.

The Board NOTED the Members' reports.

5.11 Mental Health Sub-committee

There was no meeting held prior to the Board meeting.

6. New Business

6.1 Acute Networks report

A report had been circulated in the Business Papers for noting.

The Board NOTED the content of this report.

6.2 Year in Review – presentations to District Leadership Forum

Presentations arising from the District Leadership Forum, provided by each member of the Executive Leadership Team were circulated in the Business Papers.

The Board NOTED the content of these presentations, acknowledging the excellent achievements of the District.

6.3 Work Health and Safety Report

The Work Health and Safety Report had been circulated in the Business Papers.

The Board commented that this was a comprehensive report and it was RESOLVED that this be a regular agenda item.

The Board NOTED the content of the report.

6.4 Welcome to Country/Acknowledgement of Country information

A paper providing advice on these protocols was circulated in the business papers.

The Board NOTED this advice.

6.5 Hunter New England District Strategic Plan - final

A final plan was circulated for noting, seeking endorsement.

The Board NOTED and ENDORSED the final HNE Health Strategic Plan.

7 Correspondence

A letter from the Director-General, NSW Health regarding Performance Reviews was received.

8 Presentations

There were no presentations.

9 Feedback following June meeting

The Board NOTED the feedback from the June meeting; noting concerns around adequate space at District Headquarters.

11. Next meeting

The next meeting will be held on Wednesday, 28th August in Newcastle.

Meeting closed at 1505 hours.