

Minutes of the Hunter New England Local Health District Board

Sixty Fourth Meeting

19th April 2017

Venue: District Headquarters

Present

Associate Professor Lyn Fragar (Chair), Dr Helen Belcher, Mrs Janelle Speed, Ms Lyn Raines, Mr Ken White, Mr Peter Johnston, Dr Felicity Barr, Dr Ian Kamerman, Mrs Barbara Clark and Mr Fergus Fitzsimons.

Apologies

Dr Martin Cohen and Dr Patrick Farrell

In Attendance

Mr Michael DiRienzo, Ms Jane Gray, Professor Trish Davidson and Ms Desiree Chymiak

Order of Business: 1.1 – 9.3

BUSINESS OF THE MEETING

PRELIMINARY

1.1 Welcome, Apologies and Acknowledgment of Country

The Chair, Professor Lyn Fragar opened the meeting at 8.30am.

Ms Janelle Speed ACKNOWLEDGED the traditional owners of the country on which the meeting was held and paid respects to elders past and present.

1.2 Conflicts of Interest

The conflict of interest register was circulated in the business papers.

The Board Chair requested that Mrs Lyn Raines and Mr Peter Johnston update their conflict of interest form for inclusion in the register.

Potential conflict of interests were NOTED by the Board and will be included in the conflict of interest register.

It was further AGREED that:

1. Each member will declare any new potential conflict of interest, that will be noted and minuted at the Board meeting;
2. At each meeting members will declare any conflict of interest relating to the items under consideration.
3. The Chair and members will agree on appropriate management of any declared conflict of interest which may include withdrawal from meeting. Such action will be minuted.

1.3 Adoption of Minutes

The minutes of the meeting held on the 14th and 15th March 2017 had been circulated. The minutes were ADOPTED by the Board.

The minutes will be published on the Hunter New England Health internet site.

ACTION BY: Desiree Chymiak

1.4 Action List

Progress on action items was NOTED by the Board.

1.5 Board Chair Report

The Board Chair reported the following:

- She had attended the Council of Board Chairs meeting. This was the first meeting with the new Minister. One of the Minister's focus is on improving engagement with doctors.
- The forthcoming State Forum of board members will focus on quality and safety.

1.6 Chief Executive's Report

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

- Health Minister visits.
- Update on Gloucester Aged Care.
- Car parking concessional fees policy.
- Update on Muswellbrook Aged Care.
- Update on Tamworth Hospital anaesthetic machines.

- Update on working with children checks.
- Update on service agreement and activity.
- Update on innovation in regional health.
- Resignation of Director Clinical Research and Translation.
- Update on NSW Health Translational Research Grant Scheme.

COMMUNITY – THE PEOPLE WE SERVE

2.1 Community and Consumers Partnership Committee Minutes

There were no papers for this meeting. The Committee had met the previous day and a report will be available for the next meeting.

2.2 Social Determinants of Health Committee Minutes

A report that included draft committee charter for the Good Health Committee had been circulated in the business papers for the approval of the Board. The charter was DISCUSSED and NOTED by the Board.

Social Determinant of Health Committee to be renamed to the Good Health Committee. The charter was ADOPTED by the Board.

2.3 Aboriginal Health Committee Meeting

There were no papers for this meeting.

2.4 New Business

There was no new business relating to COMMUNITY – THE PEOPLE WE SERVE.

2.5 For Information

2.5.1 United Hospital Auxiliaries of NSW

A paper had been circulated in the business papers. The paper was NOTED by the Board.

It was AGREED that a letter from the Board to be sent to Ms Tish Bruce at the Ministry of Health to thank the Auxiliaries for their contribution.

It was AGREED that these and other voluntary contributions should be noted in the annual report.

SERVICE – THE SERVICE WE PROVIDE

3.1 District Clinical Council Minutes

A brief and the minutes from the meeting held on the 8th March 2017 had been circulated in the business papers. The brief and minutes was DISCUSSED and NOTED by the Board.

3.2 Medical Staff Executive Council Report

There were no new matters to report at this meeting.

3.3 New Business

There was no new business relating to SERVICE – THE SERVICE WE PROVIDE

3.4 For Information

PRESENTATION - Outpatient Services and Access

The Board was joined by Ms Karen Kelly and Ms Debbie Bradley who made a presentation on John Hunter Hospital Outpatient Services and Access.

The Board THANKED Ms Karen Kelly and Ms Debbie Bradley for the presentation and congratulated the team on the achievements to date.

There was no further information relating to SERVICE – THE SERVICE WE PROVIDE.

SAFETY AND QUALITY – EXCELLENCE – EVERY PATIENT, EVERY TIME

4.1 Health Care Quality Committee Minutes

There were no papers for this meeting.

4.2 Patient Story

The patient story was distributed in the business papers. The patient story was DISCUSSED and NOTED by the Board.

4.3 New Business

4.3.1 Hospital HealthPathways

A paper had been circulated in the business papers. The paper was NOTED by the Board.

It was AGREED that Jane Gray and Melissa O’Brien will present the Hospital HealthPathways to the Board at a date to be determined.

ACTION BY: Ms Jane Gray

4.4 For Information

There was no further information relating to SAFETY AND QUALITY for this meeting.

RESOURCES – MANAGING OUR SERVICES WELL

5.1 Finance and Performance Report

The Finance Management reports for the month ending March 2017 had been circulated in the business papers. The Board DISCUSSED and NOTED the Finance and Performance Report.

5.2 Finance and Performance Committee Report

The minutes of the meeting held on the 13th March 2017 had been distributed in the business papers. The minutes were NOTED by the Board.

5.3 Audit and Risk Management Committee

The minutes of the meeting held on the 9th March 2017 had been circulated in the business papers. 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 DISCUSSED and NOTED by the Board.

There was a discussion around bullying and Excellence.

5.5 New Business

There was no new business relating to RESOURCES – MANAGING OUR SERVICES WELL

5.6 For Information

There was no further information relating to RESOURCES – MANAGING OUR SERVICES WELL.

POSITIONING FOR THE FUTURE

6.1 Innovation and Research Report

There were no papers for this meeting.

6.2 New Maitland Hospital Committee

The minutes of the meeting held on the 14th March 2017 had been circulated in the business papers. The minutes were NOTED by the Board.

The Chief Executive advised that Mr Eddie Pirillo is the Executive Lead for the project after the resignation of Mr Tony Gilbertson.

6.3 New Business

There was no new business relating to POSITIONING FOR THE FUTURE.

6.4 For Information

PRESENTATION - My Net Care

The Board was joined by Ms Jane Gray, Mr Todd Tobin and Dr Peter Saul who made a presentation of the My Net Care site.

The Board THANKED the group for their presentation.

6.4.1 Letter from Tanya Davies regarding the position of Commissioner at the Mental Health Commission of New South Wales.

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

6.4.2 Inverell Hospital Redevelopment Business Case

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

6.4.3 Media Release – Healthcare

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

6.4.4 Approval of New Locally Funded Initiative Projects

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

OUR STAFF AND WORKPLACE CULTURE

7.1 Medical and Dental Appointments Advisory Committee

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

7.2 New Business

There was no new business relating to OUR STAFF AND WORKPLACE CULTURE.

7.3 For Information

There was no further information relating to OUR STAFF AND WORKPLACE CULTURE

BOARD DEVELOPMENT

8.1 Board Performance Report

There were no papers for Board performance for this meeting.

8.2 Board Members Development Report

8.2.1 Reading Financial reports.

The Chair reported that Dr Patrick Farrell had attended the Board Education Program of the Ministry of Health, and suggested that there may be benefit for the whole Board to participate in a further education session on reading the LHD financial reports.

It was AGREED that such a session would be valuable. The Chief executive will liaise with the Chair to provide such an education session.

ACTION BY: Chief Executive

8.3 New Business

There was no further new business relating to BOARD DEVELOPMENT for this meeting.

8.4 For Information

There was no further information relating to BOARD DEVELOPMENT.

9.2 Feedback from the March Meeting

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

9.3 Next Meeting

The next meeting will be held on the 16th and 17th May 2017 at Murrurundi and Muswellbrook.