

Minutes of the Hunter New England Local Health District Board

Sixty Eighth Meeting

16th August 2017

Venue: District Headquarters

Present

Associate Professor Lyn Fragar (Chair), Dr Helen Belcher, Mrs Janelle Speed, Dr Felicity Barr, Mrs Barbara Clark, Dr Martin Cohen, Ms Lyn Raines and Mr Peter Johnston and Dr Patrick Farrell.

Apologies

Mr Ken White, Mr Fergus Fitzsimons and Dr Ian Kamerman.

In Attendance

Mr Michael DiRienzo, Ms Melissa O'Brien, Ms Liz Grist, Dr Stephen Oakley 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 9.45am.

The Board Chair 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

There were no conflicts of interest declared by Board members.

Dr Stephen Oakley asked the Board to NOTE that he is a member of the Australian Medical Association and ASMOF NSW (Australian Salaried Medical Officers' Federation of NSW)

1.3 Adoption of Minutes

The minutes of the meeting held on the 19th July 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: Ms 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 Hunter New England Health Excellence Awards, and thanked the organising committee on behalf of the Board for their organisation of the event.
- The Minister of Health will be visiting Maitland Hospital on the 29th August. The Board Chair plans to accompany the Chief Executive to this visit.
- The Board CONGRATULATED the Chief Executive Mr Michel DiRienzo on negotiating access to John Hunter Hospital from the Inner City By-pass.

1.6 Chief Executive's Report

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

- Secretary of Health visit to the District.
- ETP Stocktake meeting at John Hunter Hospital.
- Update on the health strategic asset review.
- Update on the Newcastle Inner City Bypass
- Update on the Visiting Medical Officer forum around out of pocket expenses.
- Update on accreditation.
- Update on falls strategy.
- Update on Gunnedah Rural Health Centre.

The Board DISCUSSED and NOTED the Chief Executive's report

COMMUNITY – THE PEOPLE WE SERVE

2.1 Community and Consumers Partnership Committee Minutes

There were no papers for this meeting.

The Committee had met on the preceding day.

2.2 Good Health Committee

There were no papers for this meeting.

The Committee would meet later during the day.

2.3 Aboriginal Health Committee Meeting

There were no papers for this meeting.

The Committee would meet on the day following the Board meeting.

2.4 New Business

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

2.5 For Information

2.5.1 Ministry of Health Leading Better Value Care Program

A briefing paper had been circulated in the business papers.

The paper was DISCUSSED and NOTED by the Board.

It was AGREED that the Board will receive six monthly progress reports.

SERVICE – THE SERVICE WE PROVIDE

3.1 District Clinical Council Minutes

The minutes from the meeting held on the 12th July 2017 had been circulated in the business papers.

The brief and minutes was DISCUSSED and NOTED by the Board.

It was AGREED that the Chief Executive will work with Professor Trish Davidson, Dr Patrick Farrell and Mr Phil Way to review the meeting processes with a view to optimising the value of the meetings.

ACTION BY: Chief Executive

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

3.4.1 Audit of Cancer Treatment in NSW

A paper had been circulated in the business papers.

The paper was NOTED by the Board.

SAFETY AND QUALITY – EXCELLENCE – EVERY PATIENT, EVERY TIME

4.1 Health Care Quality Committee Minutes

There were no papers for this meeting. The next meeting is scheduled for the following week and the minutes from that meeting will be provided at the September Board meeting.

4.2 Patient Story

The patient story had been distributed in the business papers.

The patient story was DISCUSSED and NOTED by the Board.

The Board requested information relating to use of specific private rooms for such patients in EDs and also for their families. Ms Liz Grist will follow up.

ACTION BY: Ms Liz Grist

4.3 New Business

There was no new business relating to SAFETY AND QUALITY – EXCELLENCE – EVERY PATIENT, EVERY TIME.

4.4 For Information

There was no further information relating to SAFETY AND QUALITY – EXCELLENCE – EVERY PATIENT, EVERY.

Presentation on Hospital Pathways

The Board was joined by Ms Melissa O'Brien and Ms Jane Gray who made a presentation on Hospital Pathways progress. There was discussion after which the Board THANKED both Melissa and Jane for their presentation.

RESOURCES – MANAGING OUR SERVICES WELL

5.1 Finance and Performance Report

The Finance Management reports for the month ending July 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 20th June 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 11th July 2017 had been distributed 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.

5.5 New Business

5.5.1 Model By-Laws

The redrafted Hunter New England By-Laws were distributed in the business papers.

There was a discussion around the hospital clinical councils and their value. It was AGREED that the models for the hospital clinical councils will be reviewed with the General Managers.

ACTION BY: Mr Michael DiRienzo

The By-Laws were ADOPTED by the Board.

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

There were no papers for this meeting.

6.3 New Business

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

6.4 For Information

There was no further information relating to POSITIONING FOR THE FUTURE.

OUR STAFF AND WORKPLACE CULTURE

7.1 Medical and Dental Appointments Advisory Committee

The minutes from the meeting held on the 25th July 2017 had been distributed in the business papers.

The minutes were NOTED by the Board.

The Charter was also distributed in the business papers. The Board ENDORSED the charter.

7.2 New Business

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

7.3 For Information

7.3.1 Out of Pocket Gap Payments to Visiting Medical Officers

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

BOARD DEVELOPMENT

8.1 Board Performance Report

The Board NOTED that the Annual Board Performance Review meeting had been held on the preceding day, and that the Chair will circulate a report and draft work plan for the Board.

8.2 Board Members Development

The meeting had been preceded by an education session on finance and performance reporting in the health sector, presented by the Chief Executive, Mr Michael DiRienzo.

8.3 New Business

8.4 For Information

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

9.2 Feedback from the July Meeting

The feedback report from the July meeting 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 19th and 20th September 2017 in Guyra and Armidale.