

Minutes of the Hunter New England Local Health District Board

Eighty Second Meeting

12th December 2018

Venue: District Headquarters Building

Present

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

In Attendance

Mr Michael DiRienzo, Dr Ramsey Awad, Mr Kim Nguyen, Ms Karen Kelly, Mr Phil Way, Ms Melissa O'Brien, Mr John Wiggers, Ms Jane Gray, Ms Jenny Martin, Mr Chris Mitchell, Ms Liz Grist, Ms Trish Davidson, Ms Katie Wynne, Dr Melissa Hart, Dr Stephen Oakley (Medical Staff Executive Council) and Ms Kylie McNamara

Order of Business: 1.1 – 9.3

WEDNESDAY 12th DECEMBER 2018 COMMENCING AT 8:00AM

BUSINESS OF THE MEETING

PRELIMINARY

1.1 Welcome, Apologies and Acknowledgment of Country

The Chair, Professor Lyn Fragar opened the meeting at 8:00am.

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

Dr Ian Kamerman reported that he has a potential conflict in relation to a general practice service in Wee Waa that he has been asked to participate in through an open expression of interest process. This declaration was NOTED by the Board.

1.3 Adoption of Minutes

The minutes of the Annual General meeting held on 27th November 2018 had been circulated. The minutes were ADOPTED by the Board.

The minutes of the meeting held on the 20th and 21st November 2018 had been circulated. The minutes were ADOPTED by the Board.

1.4 Action List

Progress on action items was DISCUSSED and NOTED by the Board.

1.5 Board Chair Report

Lyn Fragar had attended the Council of Board Chairs' Forum held on Monday 10 December 2018 in Sydney:

- It was a wide-ranging discussion that included issues relating to funding, NDIS challenges, the need to ensure the Ministry and Minister's office is advised of any emerging issue.
- There will be an obesity summit in 2019.

The Board Chairs were informed by Secretary of Health, the appointment of Board members is yet to take place, a letter should go out to all Board members seeking reappointment early next week (week commencing Monday 17 December 2018).

1.6 Chief Executive's Report

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

- Tenterfield Hospital
- Appointment of General Manager Peel Sector, HNELHD
- Appointment of Chief Executive, HealthShare NSW
- Appointment of Director Finance, HNELHD
- Inverell Hospital Development
- Moree Renal Dialysis Unit
- Award for Police Ambulance Early Access to Mental Health Assessment via TeleHealth program
- Restriction of public access to Morisset Hospital
- SRC Report
- Correspondence re system performance

- Correspondence from Brad Hazzard MP re commitment to removing bullying
- Correspondence from Elizabeth Koff re assessment of serious incidents

The Board DISCUSSED and NOTED the information in the Chief Executive 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 the previous day. It was requested that the Board through the Chief Executive require the appointment of Health Committee members onto clinical hospital/committee meetings, this is in line with the national standard, in order to ensure consumers are on various committees. The Chief Executive is to communicate this to relevant staff members.

ACTION BY: Chief Executive

2.2 Good Health Committee

There were no papers for this meeting.

Graeme Kershaw had given a presentation at the most recent committee on the Drought Taskforce. This presentation will be distributed to the Board.

ACTION BY: Board Secretariat

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 Carbon Footprint

A paper had been distributed in the business papers and Ramsey Awad provided the Board with a presentation, proposing the development of a strategy aimed at reducing the Carbon footprint of the District Health Service. The paper and presentation were discussed and NOTED by the Board.

It was AGREED that a small working group be convened (with Board representation) to look at what is achievable, to establish priorities within the District and develop a strategy.

ACTION BY: Patrick Farrell / Ramsey Awad

SERVICE – THE SERVICE WE PROVIDE

3.1 District Clinical Council Minutes

The report from the meeting held on the 14th November 2018 had been circulated in the business papers. The report was NOTED by the Board.

3.2 Medical Staff Executive Council Report

The report from the meeting held on the 29th November 2018 had been circulated in the business papers. The report was NOTED by the Board.

Stephen Oakley ACKNOWLEDGED Dr Suku Thambar, Cardiologist at JHH, in relation to arrangements around the annual dinner. The JHH MSC has a vision around re-building a supportive and inclusive medical culture, by bringing people together. The flagship for this program is the annual dinner. Dr

Kath Carmo was in attendance at the dinner, Kath is a member of NSW MSEC Executive. Keynote speaker was Kurt Fearnley, who was met with a standing ovation.

3.3 New Business

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

3.4 For Information

3.4.1 Mental Health Options over Christmas/New Year

A paper had been distributed 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

The December 2018 meeting had been cancelled. The minutes from the meeting held on the 24th October 2018 had been circulated in the business papers, along with a report. The minutes and report were NOTED by the Board.

The board THANKED Melissa O'Brien and the Clinical Governance team in relation to the reduction of overdue RCA's to zero.

The actions were ENDORSED and the recommendations ADOPTED by the Board.

4.2 New Business

4.2.1 Patient story process for 2019

The Patient Story process for 2019 had been distributed in the business papers. The proposal was DISCUSSED and action by the Executive Leadership Team was NOTED by the Board.

4.3 For Information

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

RESOURCES – MANAGING OUR SERVICES WELL

5.1 Finance and Performance Report

The Finance Management reports for the month ending 30th November 2018 had been circulated in the business papers. The Board DISCUSSED and NOTED the Finance and Performance Report.

5.2 Finance and Performance Committee Minutes

The report and minutes of the meeting held on the 19th November 2018 had been distributed in the business papers. The minutes were NOTED by the Board.

Deep Dive – Mr Martin Cohen provided a summary of the report focussing on Emergency Treatment Performance (ETP).

5.3 Audit and Risk Management Committee

There were no papers for this meeting.

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

There was no New Business relating to MANAGING OUR SERVICES WELL for this meeting.

5.6 For Information

There was no New Information relating to MANAGING OUR SERVICES WELL for this meeting.

POSITIONING FOR THE FUTURE

6.1 Innovation and Research Report

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

6.2 New Business

There was no New Business relating to POSITIONING FOR THE FUTURE for this meeting.

6.3 For Information

There was no New Information relating to POSITIONING FOR THE FUTURE for this meeting.

CHRISTMAS LUNCH WITH ELT

Board members were joined by the Executive Leadership Team over lunch.

The Chair THANKED staff for joining the Board for lunch and CONGRATULATED staff on their hard work and achievements throughout 2018.

OUR STAFF AND WORKPLACE CULTURE

7.1 Medical and Dental Appointments Advisory Committee

The report of the meeting of the Medical Dental Appointments Advisory Committee held on 27th November 2018 was distributed with 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 for this meeting.

7.3 For Information

7.3.1 Update - VMO Dr Gayed, Manning Hospital

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

BOARD DEVELOPMENT

8.1 Board Performance Report

There were no papers for this meeting.

8.2 Board Members Development Report

There were no papers for this meeting.

8.3 New Business

There was no New Business relating to BOARD DEVELOPMENT.

8.4 For Information

There was no new For Information relating to BOARD DEVELOPMENT.

MEETING REVIEW AND FEEDBACK

9.1 Member's issues not covered elsewhere

There were no papers for this meeting.

9.2 Feedback from the Previous Meeting

The feedback report from the November 2018 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 20th February 2019 at the Newcastle Community Health Service.