

Minutes of the Hunter New England Local Health District Board

Seventy Sixth Meeting

20th June 2018

Venue: John Hunter Hospital

Present

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

Apologies

Mr Ken White and Dr Ian Kamerman.

In Attendance

Mr Michael DiRienzo, Ms Karen Kelly, Ms Jane Gray, Dr Stephen Oakley, Ms Desiree Chymiak and Ms Kylie McNamara.

Order of Business: 1.1 – 9.3

TOUR OF THE DIVISION OF MEDICINE AND AMBULATORY CARE

The Board was given a tour of the Division of Medicine and Ambulatory Care led by Ms Debbie Bradley and Dr Michael Hensley.

BUSINESS OF THE MEETING

PRELIMINARY

1.1 Welcome, Apologies and Acknowledgment of Country

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

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 Helen Belcher advised that she has been appointed to the National Advisory Group for Choosing Wisely. This was NOTED by the Board.

1.3 Adoption of Minutes

The minutes of the meeting held on the 15th and 16th May 2018 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: Board Secretariat

1.4 Action List

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

1.5 Board Chair Report

The Board Chair reported the following:

- The Chair had attended Mental Health Service Awards afternoon. She indicated that it was inspiring to see the excellent initiatives and work being undertaken by mental health workers and teams, and that it had been a privilege to be a part of the awards event. The Board Chair asked the Chief Executive to pass on her appreciation.
- She had attended the Council of Board Chairs meeting on the previous Monday and reported the following:
Two committees have been convened to assist with review of governance arrangements and looking at relationships between the Ministry of Health and Districts and how they can be strengthened. Review had begun on board performance and assessment and on processes for Chief Executives performance reviews.
Papers relating to these items are currently under development and will be provided to the Board for their information once available.
- The Board Chair gave a presentation on carbon footprint and sustainability of health services . There was a discussion around carbon emissions and what Hunter New England Health can do. Dr Patrick Farrell was nominated to be the champion for this project for the Board to work with the Chief executive. A response will be provided when available.

ACTION BY: Chief executive and Dr Patrick Farrell

1.6 Chief Executive's Report

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

- Update on the People Matter Survey process.
- Visit from NSW Premier Gladys Berejiklian

- Update on the Manning Cardiology Review.
- Update on the Kangaroos at Morisset Hospital
- Port Stephens HealthOne briefing with Local Elected Representatives.
- Update on the Hunter New England Health Excellence Awards Celebration.
- Director Patient Safety First.
- Announcement of Chief Executive for South Eastern Sydney Local Health District.
- Update on Gunnedah Hospital refurbishment.
- Update of the refurbishment of the Tamworth Rehabilitation Unit.
- Update on the Rural Doctors Network Medical RDN.
- Update on the Young Women Co Design Barraba Project.
- District reaffirms commitment to Racism – It Stops With Me.
- Update on My Food Choice for Tamworth and Belmont Hospitals.
- Research Grant Success.
- Medical Research Futures Fund.
- Update on Integrated Care Alliance with Primary Health Network.

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 Board Chair advised that the AGM will be held at the November forum.

2.2 Good Health Committee

The minutes from the Joint Meeting of the Good Health Committee, Aboriginal Partnership Committee and Justice Health held on the 17th May 2018 had been distributed in the Board papers.

The minutes were NOTED by the Board.

A Good Health Committee had been held the previous day and these minutes will be provided to the July 2018 Board meeting.

2.3 Aboriginal Health Committee Meeting

There were no papers for this meeting.

Ms Janelle Speed suggested that Justice Health be invited to one of the Aboriginal Health Committee to help facilitate Justice Health. It was AGREED that this can be considered at a future meeting.

2.4 New Business

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

2.5 For Information

There was no further information relating to COMMUNITY – THE PEOPLE WE SERVE.

SERVICE – THE SERVICE WE PROVIDE

3.1 District Clinical Council Minutes

The report and minutes from the meeting held on the 9th May 2018 had been circulated in the business papers. The minutes were NOTED by the Board.

Dr Patrick Farrell advised that the June meeting was the previous week. Dr Farrell reported the following from that meeting:

- The issue of transport was discussed.
- There was a presentation from Ms Vicki Brummell on Aged Care and Rehabilitation Services.
- Dr Tony Proietto provided a presentation on lung cancer.
- Mr Mark Jeffrey provided a presentation on finance.
- The District Clinical Council members were encouraged to complete the People Matter survey.

3.2 Medical Staff Executive Council Report

There were no papers for this meeting.

Dr Stephen Oakley reported the following:

- The Medical Staff Executive Council met on the 7th June 20158. Had representatives from all major Clinical Councils except for Maitland Hospital. The Chief Executive and Karen Kelly also attended the meeting.
- The current activities of the John Hunter Hospital Clinical Council were discussed at that Medical Staff Executive Council.

3.3 New Business

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

3.4 For Information

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 had been distributed in the business papers.

The patient story was DISCUSSED and NOTED by the Board.

4.3 New Business

There was no New Business relating to SAFETY AND QUALITY for this meeting.

4.4 For Information

4.4.1 Lookback Investigation Staph Aureus Bloodstream Infections Post Totally Implantable Vascular Access Device

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

LUNCH WITH THE DIVISION OF MEDICINE AND AMBULATORY CARE CLINICIANS

Board members were joined by clinicians from the Division of Medicine and Ambulatory Care over lunch.

The following were discussed and NOTED:

- The Chief Executive advised that there is an allocation of \$15 million for the 18/19 budget which will include the undertaken of service planning for John Hunter Hospital.

What's working well

- The by-pass plans are good news.
- The Medical Cannabis advisory service is a new service. It is a state-wide service that receives calls from health practitioners for advice around best practice for prescribing. The service has received good feedback from customer and works closely with the Ministry of Health.

- The expansion of the medical assessment unit has achieved an increase in ETP performance and better relationships between the Division of Medicine and the Ambulatory Care team. Units are well staffed overnight.
- Head and neck service works very well. Exemplary service. Operate weekly and have a reconstruction service.
- The ENT Service – the Nurse Practitioner is happy with the support he has been given and once endorsed with be the third Nurse Practitioner in Australia.
- All Medical Services disciplines work well together, see a lot of compassion and hard work from staff.
- Nursing and allied health teams work well together. Would like to see an increase on models of care.

Challenges

- Bed capacity is an ongoing challenge. Liaison with Belmont Hospital will be critical.
- ENT service – looking a two GP VMO's starting in the near future.

Health Pathways

- ENT services use Health Pathways every day and are doing work to develop new pathways.
- Outpatients are also working on developing new pathways.
- Need to get the GP's on board and encourage them to use Health Pathways more.

RESOURCES – MANAGING OUR SERVICES WELL

5.1 Finance and Performance Report

The Finance Management reports for the month ending 31st May 2018 had been circulated in the business papers. The Board DISCUSSED and NOTED the Finance and Performance Report.

Deep Dive – Mrs Lyn Raines provided a summary of the report focussing on Pressure Areas.

5.2 Finance and Performance Committee Minutes

The report and minutes of the meeting held on the 14th May 2018 had been distributed in the business papers. The minutes were NOTED by the Board.

Dr Felicity Barr provided an update from the previous day's Finance and Performance Committee.

5.3 Audit and Risk Management Committee

The report and minutes of the meeting held on the 12th April 2018 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 2018/19 Purchasing Agreement

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

5.5.2 Service Agreement Between Hunter New England Health District and the Ministry of Health

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

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

There were no papers for this meeting.

6.2 New Maitland Hospital Committee Presentation

The Board received a presentation on the New Maitland Hospital Development from Ms Gillian Geraghty and Mr Eddie Pirillo.

The Board THANKED both Gillian and Eddie for the presentation and update.

6.3 New Business

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

6.4 For Information

6.4.1 Hunter New England/University of Newcastle Joint Arrangement Working Party Progress Update

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

The report of the meeting of the Medical Dental Appointments Advisory Committee held in May 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.

7.3 For Information

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

BOARD DEVELOPMENT

8.1 Board Performance Report

8.1.1 New Business

8.2 Board Members Development Report

The Board received an Education Session on Work Health and Safety which was led by Mr Kim Nguyen. The presentation outlined:

- Board members obligations as “officers”, Work Health and Safety penalties and structures and governance arrangements.
- NSW Health and District Work Health and Safety performance on workers compensation, incidents and lost time injury frequency rates.
- District Work Health and Safety reporting process to the Executive Leadership Team and the Audit and Risk Management Committee and Operations.
- Current work health and safety actions and initiatives.
- Key focus areas for work health and safety.

The Board thanked Kim for his presentation and approach to Work Health and Safety.

8.3 New Business

There was no new business relating to BOARD DEVELOPMENT.

8.4 For Information

There was no further information relating to BOARD DEVELOPMENT.

MEETING REVIEW AND FEEDBACK

9.1 Member's issues not covered elsewhere

9.2 Feedback from the Previous Meeting

The feedback report from the May 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 17th and 18th July 2018 in Gunnedah and Tamworth.