

Minutes of the Hunter New England Local Health District Board

Eighty Seventh Meeting

19 June 2019

Venue: Maitland Hospital

Present

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

Apologies

Nil

In Attendance

Mr Michael DiRienzo, Ms Karen Kelly, Ms Melissa O'Brien, Dr Trish Davidson, Dr Stephen Oakley (Medical Staff Executive Council) and Ms Kylie McNamara

Order of Business: 1.1 – 1.2; 2.5.1:6.2.1; 1.3-2.5; 3.1-6.1; 7.1-9.4

WEDNESDAY 19 JUNE 2019 COMMENCING AT 9:00AM

TOUR OF THE MAITLAND HOSPITAL

The Board was provided with a tour of Emergency Department, Intensive Care Unit and Acute and Cardiac Observation Unit at The Maitland Hospital, led by Di Peers, General Manager, Linda Davidson, Director of Nursing & Midwifery, and Kane Wyborn, Operational Nurse Manager.

BUSINESS OF THE MEETING

PRELIMINARY

1.1 Welcome, Apologies and Acknowledgment of Country

The Chair, Professor Lyn Fragar opened the meeting at 9:00am.

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

There were no conflicts of interest declared by Board members.

MORNING TEA WITH MAITLAND HEALTH COMMITTEE

The Board was joined by the Maitland Health Committee for morning tea and the following presentation.

PRESENTATION

A presentation was given by Mr Phil Way on Leading Better Value Care (LBVC).

1.3 Adoption of Minutes

The minutes of the meeting held on 14 and 15 May 2019 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

The Board Chair provided a verbal report that included:

- The Council of Board Chairs is to be held on Monday 24 June 2019.
- It was AGREED that the 2019 Annual Board performance review will be undertaken as an internal self-assessment survey with a further focus on quality and safety, along with state priorities for the Governance Review undertaken by the Audit Office.
- Board committee chairs were asked to have committees review their charter. It was AGREED that the July Board meeting will have a key theme of committees, structure, role and membership.

ACTION BY: Ms Kylie McNamara

1.6 Chief Executive's Report

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

- Respecting the Difference Education
- Drought Mental Health Forum – 20 May 2019, Tamworth
- Rural Research Translation Plan
- Aged Care Update
- Murrurundi Redevelopment

- Minister's visit to Inverell, Glen Innes and Armidale
- BHI Healthcare Quarterly Activity and Performance Report
- 2019 HNE Health Excellence Awards
- Three HNEH led projects receive a share in \$6 million funding
- Inaugural Maitland Health Expo hailed a success
- 2019-20 NSW Health Budget Update (verbal) Board members will be provided with the budget papers link to Board members, from the Chief Executive's presentation.

The Board DISCUSSED and NOTED the information in the Chief Executive Report, and CONFIRMED the actions being made by the Chief Executive.

COMMUNITY – THE PEOPLE WE SERVE

2.1 Community and Consumers Partnership Committee Minutes

Brief and minutes from the meetings held on the 19 February 2019 and 16 April 2019 had been circulated in the business papers. Both briefs and minutes were NOTED by the Board.

2.2 Good Health Committee

There were no papers for this meeting.

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 Leading Better Value Care (LBVC) Roadshow and Listening Tour Report The report was NOTED by the Board.

SERVICE – THE SERVICE WE PROVIDE

3.1 District Clinical Council Minutes

The report and minutes from the meeting held on the 8 May 2019 had been circulated in the business papers. The report and minutes were NOTED by the Board.

3.2 Medical Staff Executive Council Report

There were no papers for 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 Bariatric Patients. The brief was NOTED by the Board.

SAFETY AND QUALITY – EXCELLENCE – EVERY PATIENT, EVERY TIME

4.1 Health Care Quality Committee (HCQC) Minutes

There were no papers for this meeting.

4.2 New Business

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

4.3 For Information.

4.3.1 Antimicrobial Stewardship Governance Position. The brief was NOTED by the Board.

RESOURCES – MANAGING OUR SERVICES WELL

5.1 Finance and Performance Report

The Finance Management reports for the month ending 31 May 2019 had been circulated in the business papers. The Board DISCUSSED and NOTED the Finance and Performance Report.

It was RESOLVED that a letter be written to the Ministry of Health for assistance with meeting temporary cashflow.

ACTION BY: Chief Executive

Deep Dive – Dr Ian Kamerman provided a Deep Dive into the Performance Report, focussing on potentially preventable hospitalisations. Ian was THANKED for his report.

5.2 Finance and Performance Committee Minutes

The report and minutes of the meeting held on 13 May 2019 had been distributed in the business papers. The report and minutes were NOTED by the Board.

5.3 Audit and Risk Management Committee

The report and minutes of the meeting held on 19 June 2019 had been distributed in the business papers. The minutes were NOTED by the Board.

The draft management letter and the full financial accounts will be circulated for approval by the Board prior to signing.

ACTION BY: Ms Janine Mullins

5.4 Work, Health and Safety Report

The report was distributed in the business papers. The report was NOTED by the Board.

5.5 New Business

5.5.1 Future of the T-Basis Unit at Riverview Lodge, Wingham.

The Board DISCUSSED the brief provided and ENDORSED recommendations made.

5.5.2 Future of the Ibis Lodge Unit at Morisset Hospital.

The Board DISCUSSED the brief provided and ENDORSED recommendations made.

5.5.3 HNELHD Attestation Statement

The Board NOTED the brief provided and ENDORSED recommendations made.

Board AUTHORISED the Chair and Chief Executive to sign the Attestation.

5.6 For Information

5.6.1 Coding. The Board NOTED the brief provided.

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

6.2.1 Sustainable Future.

PRESENTATION

A presentation on development of policy to achieve sustainability and reduction of the HNE carbon footprint was provided by Dr Ramsey Awad, and a briefing paper had been circulated in the business papers.

The Board discussed and NOTED the brief provided and ENDORSED recommendations made.

The Board AGREED that Dr Awad present an update at the October 2019 Board meeting, and that Sustainability be a standing item on the Board meeting agenda moving forward.

ACTION BY: Board Secretariat

It was further AGREED that a key contextual focus of the HNE sustainability strategy be framed around respect for and attention to care of Aboriginal country. Ms Janelle Speed will assist in this development.

ACTION BY: Janelle Speed

It was AGREED that Board members will contribute their ideas as to how the Board can model sustainability processes at the July meeting.

ACTION BY: Board members and Board Secretariat

6.3 For Information

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

LUNCH WITH THE MAITLAND HOSPITAL AND KURRI KURRI COMMUNITY HEALTH SERVICE CLINICIANS

Board members were joined by clinicians from the Maitland Hospital and Kurri Kurri Community Health Service over lunch. Employees from Nursing, Allied health, Support staff and Sector Quality Manager were present. The following were discussed and NOTED:

ACHIEVEMENTS

- From a clinical perspective safety is reportedly improving. There has been a significant reduction in the number of SAC 1 and 2 incidents.
- There have been improvements within nursing - leadership is being used to ensure every staff member is supported, making sure each staff is allocated a leader, mentored and supported. Making staff feel safe and welcome to the department.
- National standards – accreditation. Each ED team is responsible for their national standard, this framework works well, more accountability for individuals.
- Kurri Kurri put majority of staff through respectful workplace training, with continued improvement shown in the People Matter survey results.
- Community health – there is a focus on wound care and improving the service for our patients. All staff have recently attending training in this area to ensure their skills are current. The team have made some efficiency savings in the way they operate services.
- Case studies – from listening to patient feedback, we have been able to make a number of service improvements, which we have done in partnership with these patients. These case studies are also used for staff education and quality improvement.
- BHI report – while Maitland ED numbers have grown, patient flow improvements have been implemented.
- Patient safety – KPIs have been managed particularly well. ETP has improved, even with increase in presentations. More patients are meeting ETP in ED.

- One newly appointed VMO to the hospital confirmed that he felt well supported when he transitioned into the hospital with his VMO work.

CHALLENGES BEING ADDRESSED

- Capacity has been the biggest challenge specifically at Kurri Kurri and Cessnock.
- The detailed planning phase is underway for the New Maitland hospital, and we are working through all the service requirements.
- Security Officer requirements will need to be reviewed in the future.
- Transport use for patient services is significant. It was NOTED that there may be more options for use of telehealth. Options were discussed.

The Chair THANKED staff for joining the Board for lunch and CONGRATULATED the service on their achievements, both as a team and as individuals.

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 28 May 2019 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

7.3.1 VMO (Dr Gayed) Manning Hospital. The Board NOTED the brief provided.

BOARD DEVELOPMENT

8.1 Board Performance Report

There were no papers for this meeting.

8.2 Board Members Development Report

EDUCATION SESSION

The Board had received an Education Session on Safety and Quality by Ms Melissa O'Brien prior to the Board 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 May meeting had been distributed in the business papers. The paper was NOTED by the Board.

9.3 Governance of Local Health Districts

The report was NOTED by the Board.

9.4 Next Meeting

The next meeting will be held on 16 and 17 June 2019 at Manilla Health Service and Tamworth Hospital.

The Board Chair, Professor Lyn Fragar closed the meeting at 2:45pm.