

Minutes of the Hunter New England Local Health District Board

Sixty Sixth Meeting

20th June 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.

Apologies

Mr Ken White, Mr Fergus Fitzsimons, Dr Patrick Farrell and Dr Ian Kamerman

In Attendance

Mr Michael DiRienzo, Mr Kim Nguyen, Mr Mark Jeffrey, Ms Leanne Johnson 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 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

There were no conflicts of interest declared by Board members.

1.3 Adoption of Minutes

The minutes of the meeting held on the 16th and 17th May 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:

- Communication with the Minister's office regarding Board visits to health facilities.
- A letter had been received from the Ministry of Health with a copy of the revised Model By-Laws.

It was AGREED that the Chief Executive will review the Model By-Laws and propose revisions for consideration of the Board.

ACTION BY: Chief Executive

- The Annual Board Members Conference which she had attended along with other members of the Board and the Chief Executive.

1.6 Chief Executive's Report

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

- Ministry of Health changes.
- Mental Health Services Leadership Forum
- Update on the May Senior Executive Forum.
- Palliative Care roundtables.
- Update on Service Agreement/Activity.
- Review of outsourced transcription services.
- Update on the People Matter employee survey.
- Update on the NSW Premier's Awards.
- Update on Tamworth Hospital Midwifery Service.
- Update on the Northern Regional Aboriginal Alliance.
- Update on Gunnedah Hospital upgrades
- Update on Armidale Hospital redevelopment.

- Update on New England solar projects.
- Update on Muswellbrook Hospital Stage 2 Redevelopment.
- Update on Port Stephens HealthOne.
- Tenterfield Council's proposed boundaries change.
- Update on global cyber threat ransomware.
- Update on HNE Health's Research Translation Centre.
- Update on Centre for Innovation in Regional Health.
- Update on Research Ethics Governance Information System.

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.

2.2 Good Health Committee

There had been a meeting held before the Board meeting. The minutes from this meeting will be provided at the July meeting.

2.3 Aboriginal Health Committee Meeting

The minutes from the meeting held on the 18th May 2017 had been circulated in the business papers.

Mrs Janelle Speed advised that the workplan for the Aboriginal Health Committee is being developed. If Board members have any items they would like included they are asked to email Mrs Janelle Speed out of session.

ACTION BY: All Board members

The minutes were NOTED by the Board.

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

Presentation - Mental Health Coronial Inquest

The Board were joined by Dr Marcia Fogarty who presented the coroners recommendations from an inquest relating to the death of a mental health patient.

It was AGREED that these recommendations should also be provided to the Health Care Quality Committee at their next meeting for review and follow up of the actions.

ACTION BY: Health Care Quality Committee

3.1 District Clinical Council Minutes

There were no papers for this meeting. The Council had met during the previous week and minutes will be available for the next meeting.

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 Wallsend Aged Care Facility

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

3.4.2 Review of seclusion, restraint and observation of patients with a mental illness in NSW Health facilities.

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 next week and minutes from that meeting will be provided at the July Board Meeting.

4.2 Patient Story

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

The Board NOTED the improvements in the increase in the compliments. The Board congratulated the Mental Health team on the work they have done.

Janelle Speed shared a patient story with the Board following a discussion she had with an Aboriginal family attending John Hunter Hospital. The family felt welcomed and looked after.

4.3 New Business

The Board spent some time discussing the Board Members' Conference that had focussed on governance of safety and quality in health services. It was AGREED that membership of the Health Care Quality Committee will be further considered.

ACTION BY: Dr Helen Belcher

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 May 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 15th May 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 1st June 2017 had been circulated in the business papers.

The minutes were NOTED by the Board.

The Audit and Risk Management Committee Charter was distributed in the business papers. The Charter was ENDORSED by the Board.

The Audit and Risk Management Committee work plan/governance schedule was distributed in the business papers. The work plan was NOTED by the Board.

The Corporate Governance Attestation Statement for HNE Health had been circulated in the business papers. The Corporate Governance Attestation Statement will be signed off following consideration at the July Board 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.

Presentation – Work Health and Safety

The Board was joined by Mr Kim Nguyen who made a presentation on Work Health and Safety in Hunter New England Health. The Board thanked Kim for his presentation.

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 from the meeting held on the 24th May 2017 were distributed in the Board papers. The minutes were NOTED by the Board.

6.3 New Business

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

6.4 For Information

6.4.1 Leading Better Value Care

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

6.4.2 Implementation of Concessional Car Parking Policy

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

The Chair informed the Board that the Annual Performance Survey will be sent during July.

8.2 Board Members Development Report

There were no papers for this meeting.

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 May Meeting

The feedback report from the 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 18th July 2017 in Werris Creek and the 19th July in Tamworth.