

Minutes of the Hunter New England Local Health District Board

Sixty Third Meeting

14th and 15th March 2017

Venue: Bulahdelah Hospital and Manning Hospital

Present

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

Apologies

Dr Martin Cohen

In Attendance

Mr Michael DiRienzo, Ms Karen Kelly, Dr Stephen Oakley and Ms Desiree Chymiak

Order of Business: 1.1 – 1.6; 4.2; 2.1 - 1.5; 4.3 - 9.3

TOUR OF HOSPITALS

14th March 2017

The Board was given a tour of the Bulahdelah Hospital led by Mr Wade Smith.

15th March 2017

The Board were given a tour of the Manning Hospital led by Ms Jodi Nieass.

14th March 2017

AFTERNOON TEA WITH THE BULAHDELAH HOSPITAL STAFF

The Board was joined by staff at Bulahdelah Hospital over afternoon tea.

The following were raised and DISCUSSED:

- Staff are happy with the refurbishment.
- Staff support each other and all work well together
- There is a lot of knowledge among the nursing staff.
- Accommodation for staff is great.
- There is some community resistance as the community still sees Bulahdelah as a hospital with an emergency department.
- Skill set of staff needs to be reviewed.

BUSINESS OF THE MEETING

PRELIMINARY

1.1 Welcome, Apologies and Acknowledgment of Country

The Chair, Professor Lyn Fragar opened the meeting at 9.30am.

The Chair ACKNOWLEDGED the traditional owners of the country on which the meeting was held and elders past and present.

1.2 Conflicts of Interest

There were no conflicts of interest declared by Board members for this meeting.

The Board Chair requested that the updated register be added to the April Board Meeting agenda for approval.

ACTION BY: Ms Desiree Chymiak

1.3 Adoption of Minutes

The minutes of the meeting held on the 15th February 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:

- Attended a Costing for Value Briefing Session in Sydney with the Chief Executive.

- The next Council of Board Chairs meeting is scheduled for the 20th March 2017 and a report form that meeting will be provided at the April Board meeting.
- Advised that it was an honour to be nominated as Women of the Year and thanked the Board and the Executive for their support.

1.6 Chief Executive's Report

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

- Visit by the New Minister for Health Hon Brad Hazzard
- Inverell redevelopment update
- Aboriginal Closing the Gap Forum
- Update on Tamworth Hospital Rehabilitation Unit
- Update on the Manilla Medical Services tender
- Update on the National Efficient Price, National Efficient cost and National Pricing Framework

COMMUNITY – THE PEOPLE WE SERVE

2.1 Community and Consumers Partnership Committee Minutes

The minutes from the meeting held on the 14th February 2017 had been circulated. The minutes were NOTED by the Board.

The Community and Consumers Partnership Committee charter had been circulated in the business papers. The charter was DISCUSSED and ENDORSED by the Board.

The Community and Patient Partnership Committee work plan had been circulated in the business papers. The work plan was DISCUSSED and NOTED by the Board.

The Community and Patient Partnership Committee Key Performance Indicators had been circulated in the business papers. The Key Performance Indicators were DISCUSSED and NOTED by the Board.

2.2 Social Determinants of Health Committee Minutes

There were no papers for this meeting.

The Chair advised that a meeting of the Chief Executive's working group was held earlier this week. The group is looking at how to take into account people's health literacy, options for treatment and being able to do what is required to move forward after discharge.

A proposed Terms of Reference is being prepared and will be provided to the Board at its April meeting.

2.3 Aboriginal Health Committee Meeting

The minutes from the meeting held on the 16th February 2017 had been circulated. 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

2.5.1 Youth Cancer Services – Letter from Canteen

A letter had been circulated in the business papers.

The letter was NOTED by the Board.

15th March 2017

MORNING TEA WITH THE LOCAL COMMITTEE

The Board was joined by members of the Forster and Taree Health Committees over morning tea. The following were raised and DISCUSSED:

The general Manager, Jodi Nieass, briefly described plans for revamped Committees to be more active in assisting in interviewing patients to determine satisfaction or issues associated with their care.

Forster Health Committee

- Committee members have begun visiting patients and have completed surveys with them.
- The hospital is seen to be a welcoming hospital
- There is a high satisfaction rate from patients.

Taree Health Committee

- The Committee is hoping to start completing surveys in the near future. Will use the same model as Forster.
- There are transport issues to and from Taree, specifically for discharged patients.
- The Committee is looking at better ways to engage with Aboriginal people eg lands council.

SERVICE – THE SERVICE WE PROVIDE

3.1 District Clinical Council Minutes

An email had been circulated by Dr Ian Kamerman providing an update on the items discussed at the most recent meeting. The minutes from this meeting will be circulated in the April business papers.

The report from Dr Kamerman was NOTED by the Board.

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 Helipad Audit

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

The minutes from the meeting held on the 21st February 2017 had been circulated.

The minutes were NOTED by the Board.

4.2 Patient Story

The patient story was 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

There was no further information relating to SAFETY AND QUALITY for this meeting.

LUNCH WITH MANNING HOSPITAL STAFF

The Board was joined by staff at Manning Hospital over lunch. The following were raised and DISCUSSED:

The Chair congratulated staff on the strong performance record of the Manning Hospital.

Staff reported being proud of the following:

- Renal services at Forster
- The planned redevelopment – will help with growth and palliative care.
- Forster staff are proud of their relationship with Hunter New England.
- Patients who live in the Forster area can now receive treatment at Forster Private, this can save patients 2-3 hours of travel time as they previously had to travel to Taree.
- Aged care and rehabilitation services – “my care is working well with the changes “.
- Operating theatres are second to none with great staff.
- Elective surgery is handled very well.
- Intensive Care Unit is working very well.
- Appreciation that Jodi Nieass and Jim Wills have worked very hard to put on an intensive consultant.

Issues/Concerns that were raised included:

- The need more consultation rooms for staff specialists to see patients. This will be taken up by the general Manager
- Issues with pharmacy policies. These were noted and will be looked into by Karen Kelly
- Trauma services – the Chief Executive outlined the plan for a John Hunter based Verification Program, and reiterated that there is no plan for establishment of a designated Trauma Centre at Manning.

RESOURCES – MANAGING OUR SERVICES WELL

5.1 Finance and Performance Report

The Finance Management reports for the month ending February 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 14th February 2017 had been distributed in the business papers. The minutes were NOTED by the Board.

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.

The Chair requested that a specific presentation on work health and safety be provided to the Board at a suitable time relating to the annual reporting period.

ACTION BY: Chief Executive

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 Business

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

6.3 For Information

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

PRESENTATION

The Board was joined by Ms Jodi Nieass who provided the Board with a presentation on the Studer Excellence Conference that she attended. The Board THANKED Jodi for her presentation.

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

7.3.1 Working with Children Checks

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 Board performance for this meeting.

8.2 Board Members Development Report

There was nothing to report at this meeting.

8.3 New Business

There was no new business relating to BOARD DEVELOPMENT for this meeting.

8.4 For Information

There was no further information relating to BOARD DEVELOPMENT.

MEETING REVIEW AND FEEDBACK

9.1 Issues Not Covered Elsewhere

The Board Chair proposed that the following Board members be appointed to Board committees:

Community and Patient Partnership Committee

Dr Helen Belcher (Chair)

Mrs Janelle Speed

Mr Peter Johnston

Aboriginal Health

Mrs Janelle Speed (Chair)

Dr Ian Kamerman

District Clinical Council

Dr Patrick Farrell (Board Co-Chair)

Dr Ian Kamerman

Health Care Quality Committee

Dr Helen Belcher (Chair for a further year with a view to hand over to Dr Martin Cohen)

Dr Martin Cohen

Dr Patrick Farrell

Finance and Performance

Mr Fergus Fitzsimons (Chair)

Dr Felicity Barr

Mrs Barbara Clark.

It was NOTED that there needs to be more focus on performance at this committee therefore Ms Nicole Taylor will be invited to become a member.

Medical and Dental Advisory Committee

Mrs Lyn Raines (Chair)

Dr Ian Kamerman

New Maitland Hospital

Professor Lyn Fragar (Chair)

Dr Helen Belcher

Dr Felicity Barr

Mr Peter Johnston

Good Health Committee

Dr Helen Belcher

Mrs Janelle Speed

Mrs Barbara Clark
Mr Ken White

The Board APPROVED the recommended appointments.

9.2 Feedback from the February Meeting

A paper 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 April 2017 at District Headquarters.