

Minutes of the Hunter New England Local Health District Board

Sixty Ninth Meeting

19th & 20th September 2017

Venue: Guyra MPS and Armidale Rural Referral Hospital

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, Mr Ken White, Mr Fergus Fitzsimons, Dr Patrick Farrell and Dr Ian Kamerman (for Armidale segment).

Apologies

Dr Ian Kamerman for Guyra segment.
Dr Stephen Oakley (MSEC Chair)

In Attendance

Mr Michael DiRienzo, Ms Susan Heyman and Ms Dianne Kershaw

Order of Business: 1.1 – 9.3

TOUR OF THE GUYRA MULTI-PURPOSE SERVICE - Tuesday 19th September 2017 commencing at 2.00pm

The Board was given a tour of the Guyra Multi-purpose Service (MPS) led by Health Service Manager Leanne Fitzgerald and Tablelands Operations Manager, Michelle Turnbull.

AFTERNOON TEA WITH GUYRA HEALTH COMMITTEE AND HEALTH SERVICE STAFF

The Board was joined by the Guyra Local Committee member Dorothy Vickery and staff for afternoon tea.

The following were discussed and NOTED by the Board:

- It was noted that the Tingha/ Guyra Health Committee are one.
- Participation by the Guyra MPS in the State Collaborative for the ACI's 'Living Well in the Multi-Purpose Service' Principles of Care.
- Celebration of the 10 Year Anniversary of the building of the Guyra MPS.
- The Guyra Medical Centre adjoins the MPS and provides medical coverage for the MPS and community. The Medical Centre has recently been extended to provide additional space for extra services and has two doctors providing medical services.
- A 32 Bed Hostel is to be built on the adjoining land.
- Mental health transport issues were raised, and the telehealth model discussed.
- Recruiting skilled nurses – looking at a Hub and Spoke model for rotation of nurses in the Sector and ensuring a good pathway for young graduates.

TOUR OF THE ARMIDALE RURAL REFERRAL HOSPITAL - Wednesday 19th July 2017 commencing 8.30am

The Board was given a tour of the Armidale Rural Referral Hospital led by General Manager Tablelands Sector Wendy Mulligan and Director of Nursing Hamish Yeates.

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 Board Chair ACKNOWLEDGED the traditional owners of the country on which the meetings were 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 August 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:

- A meeting was held on 28 August 2017 of the Chair, the Chief Executive, Ms Karen Kelly and Ms Sally Crawford with Mr Alan Tickle and members of the Manning Great Lakes Community Health Action Group regarding concerns of the community relating to hospital and health services. The Parliamentary Secretary for Rural and Regional Health was also present.
- The Chair participated in a teleconference meeting with the National President, the NSW President and the Chief Executive of the Australian College of Emergency Medicine regarding conditions, (specifically Clinical Support Time) for emergency physicians.
- Correspondence between the National Party, Northern Branch and the Minister for Health regarding district boundaries. The Chief Executive has spoken to Local Member Adam Marshall on this matter.
- Receipt of an email from the carer of a patient, where assistance from Dr Marcia Fogarty and mental health team was appreciated.

1.6 Chief Executive's Report

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

- North Sydney Local Health District appointment of Executive Director Research
- Update on sugar-free drinks
- Information on a meeting held with the Manning Great Lakes Community Health Action Update on the New Maitland Hospital - It was RESOLVED that the Board supports the Chief Executive in his negotiations with the Ministry for scoping the Maitland Hospital.
- Update on Merriwa Imaging
- Update on Singleton Hospital
- Information regarding Increasing Access to Elective Surgery in NSW 2017-2018
- Impact of cash sweep of HNE Local Funded Initiatives 2017-2018
- Update on Inverell Redevelopment
- Update on Murrurundi MPS
- Information on Empowering Patients on Discharge
- Information on Living Well in a Multipurpose Service Collaborative
- Update on Rural Emergency Departments and mental Health program
- Update on the refurbishment of Tamworth Orthopaedic Ward
- Update on the NSW Regional Partners Centre for Innovation in Regional Health
- State-wide Medical Workforce Growth - The Chief Executive informed the Board on a presentation that he viewed from the Ministry regarding medical workforce growth in the past 5 years and it was NOTED that there had been significant growth in the rural sector during this time.

It was AGREED that there needs to be messages sent to our communities informing them of the growth in the medical workforce and the new models of care for rural communities.

It was RESOLVED that a Think Tank be held when Dr Helen Belcher returns from leave with Board members, medical representatives, local council representatives to put together strategies with a view to provide messages to the community about our health services and health care advancements.

The Director of Communication, Lauren Cruz will be involved in the planning with the Board.

ACTION: Dr Helen Belcher

The Board DISCUSSED and NOTED the Chief Executive's report

COMMUNITY – THE PEOPLE WE SERVE

2.1 Community and Consumers Partnership Committee Minutes

The minutes from the meeting held on the 15th August 2017 had been circulated in the business papers.

The minutes were NOTED by the Board.

It was NOTED that in further planning for sessions for the Partnership Forum that consideration be given to a session to include Health Service Managers and how they work with their Local Health Committees.

It was NOTED that Dr Helen Belcher will be on leave for the next meeting and Peter Johnson and Janelle Speed will be acting chair/s.

2.2 Good Health Committee

There were no papers for this meeting.

The Committee plans to meet on 17th October 2017.

2.3 Aboriginal Health Committee Meeting

The minutes from the meeting held on the 17th August 2017 had been circulated in the business papers.

It was AGREED that a brief will be provided to the Board relating to Aboriginal employee vacancies across the district.

ACTION BY: Chief Executive

The brief and minutes were DISCUSSED and 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.

MORNING TEA WITH THE ARMIDALE HEALTH COMMITTEE AT ARMIDALE HOSPITAL

The Board met with the Armidale Health Committee at Armidale over morning tea.

The following were DISCUSSED and NOTED:

- Committee members enjoyed attending the District Forums and Partnership meetings.
- The Accreditation meeting with the LHAC representatives a very positive experience
- Committee is functioning well.
- Looking at recruiting new members.
- A Consumer representative is sitting on the committee working on Intensive Care Models in NSW.
- A Consumer representative also sits on the Health Leadership Program Committee.
- Involvement with the Men's Shed Project is being pursued.
- The Community is very excited about the redevelopment
- Health concerns in the community range from increase in cases of influenza with cardiac events.

SERVICE – THE SERVICE WE PROVIDE

3.1 District Clinical Council Minutes

The minutes from the meeting held on the 9th August 2017 had been circulated in the business papers.

The brief and minutes were DISCUSSED and 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

Gunnedah Rural Health Centre

A paper had been distributed in the business papers.

The Board NOTED the paper.

SAFETY AND QUALITY – EXCELLENCE – EVERY PATIENT, EVERY TIME

4.1 Health Care Quality Committee Minutes

The Minutes of the meeting of the Health Care Quality Committee held on 29th August 2017 had been circulated in the business papers.

It was NOTED that a written report from Mental Health Services should go to the Committee if the Director is not attending the meeting.

ACTION: Committee Executive Lead

4.2 Patient Story

The patient story was distributed in the business papers.

The patient story was DISCUSSED and NOTED by the Board.

It was AGREED following discussion that one of the future patient stories should be about staff behaviour.

4.3 New Business

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

4.4 For Information

4.4.1 System Purchasing and Performance Safety & Quality Framework 1 July 2017 - 30 June 2018.

A paper had been circulated in the business papers.

The Board NOTED the paper

It was AGREED that the Account Brief be drafted by Melissa O'Brien and to come to the next Quality and Safety Committee meeting and then to the Board for sign off by the 30th November 2017.

ACTION: Chief Executive

RESOURCES – MANAGING OUR SERVICES WELL

5.1 Finance and Performance Report

The Finance Management reports for the month ending 31st August 2017 had been circulated in the business papers.

The Board CONGRATULATED the Chief Executive and his Executive Team on the excellent results for the financial year.

It was NOTED that the Board support the Christmas closures consistent with the previous year.

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 20th June 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 September 2017 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

Nil

5.6 For Information

5.6.1 Options to reduce pressure on private health insurance premiums by addressing the growth of private patients in public hospitals.

A paper had been circulated in the business papers.

The Board NOTED the report.

POSITIONING FOR THE FUTURE

6.1 Innovation and Research Report

There were no papers for this meeting.

6.2 New Maitland Hospital Committee

There were no papers for this meeting.

6.3 New Business

6.3.1 Murrurundi Multipurpose Service Program

A paper had been circulated in the business papers.

The Board NOTED the briefing.

It was RESOLVED that the Chief Executive would invite the Chief Executive and the Board Chair of Health Infrastructure to one of our next Board Meetings.

ACTION: Chief Executive

6.4 For Information

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

LUNCH WITH THE ARMIDALE HOSPITAL CLINICIANS & STAFF

The Board was joined by the staff of Armidale Hospital over lunch.

The following were DISCUSSED and NOTED:

- Telehealth is working well and numbers are increasing. Fracture clinic and foot clinics can be run this way.
- The Orthopaedic Patient Journey had been developed with two working groups. Excellent patient outcomes with physiotherapist involvement.
- Replacement of furniture and equipment in the paediatric and maternity wards, staff very appreciative.
- ICU Models in NSW – Armidale involved in this project through ACI.
- Medical & Surgical – involved in the planning for the new hospital.
- Concerns were raised regarding the surgical services plan and the forecast increase in cases and no increase in nursing staff numbers.
- Emergency Department – looking forward to the move and the new unit and proposed move to new medical model.
- Follow up phone calls are going very well. Patients appreciate having a follow up phone call and feel cared for.
- Patients value the hospital.
- The Pharmacist spoke about the medication reconciliation process
- The Clinical Council is being re-established with a new Charter.
- The Board Chair and Chief Executive thanked the staff for their hard work and commitment and indicated that they will be returning toward the end of next year.

OUR STAFF AND WORKPLACE CULTURE

7.1 Medical and Dental Appointments Advisory Committee

The Minutes of the meeting of the Medical Dental Appointments Advisory Committee held on 22nd August 2017 had been distributed with the business papers.

The report 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 POSITION FOR THE FUTURE.

BOARD DEVELOPMENT

8.1 Board Performance Report

Annual Board Review of Performance and Proposed 2017-2018 Board Work Plan was distributed with papers. The Board REVIEWED and ADOPTED the Work Plan

Board members COMPLETED the Board Members' Committee planned visits list for the coming year.

It was NOTED that the Annual General Meeting of the Board will be held at the Combined Community Partnerships Forum at Scone on 16th November.

8.1.1 New Business

The Board's participation in a Crisis Management Course was DISCUSSED and it was DECIDED that the Chief Executive would ask Cherie Williams to investigate with the Ministry of Health if they doing any of these courses from a government level.

ACTION: Chief Executive

8.2 Board Members Development Report

The proposed Board Development program had been included in the 2017-2018 Board Work Plan – see Item 8.1

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.

MEETING REVIEW AND FEEDBACK

9.1 Member's issues not covered elsewhere

A briefing paper had been circulated in the business papers relating to external cladding and fire risk in HNE Health Facilities, in response to a review by the Ministry of Health.

The paper was NOTED by the Board.

9.2 Feedback from the August Meeting

The feedback report from the August 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 October 2017 at District Headquarters Newcastle.