

Minutes of the Hunter New England Local Health District Board

Sixty Second Meeting

15th February 2017

Venue: Belmont 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 Martin Cohen, Dr Ian Kamerman, Dr Patrick Farrell and Mrs Barbara Clark.

Apologies

Mr Fergus Fitzsimons

In Attendance

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

Order of Business: 1.1 – 9.3

TOUR OF BELMONT HOSPITAL

The Board was given a tour of Belmont Hospital led by Ms Christine Osborne and Ms Liz Filmer.

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.

The Board WELCOMED Dr Patrick Farrell and Mrs Barbara Clark as new members of the Board.

1.2 Conflicts of Interest

Dr Martin Cohen advised that he has been appointed as the Deputy Commissioner for Mental Health.

This declaration was NOTED by the Board.

The meeting NOTED that all members should review their current Declarations of Interest. It was AGREED that forms, including the current declarations, be circulated to each member for completion.

ACTION BY: Desiree Chymiak, and all Board members

1.3 Adoption of Minutes

The minutes of the meeting held on the 14th December 2016 had been circulated. The minutes were ADOPTED by the Board.

The minutes will be published on the Hunter New England Health internet site.

The minutes of the Annual General Meeting held on the 13th December 2016 had been circulated.

The minutes were updated appropriately and 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:

- There has been a change of Health Minister, Hon Brad Hazzard replacing the outgoing Minister Jillian Skinner. The Council of Board Chairs meeting is scheduled in the next two weeks where there will be an opportunity to meet the new Health Minister.
- The Chair had attended meetings relating to Expressions of Interest for the New Maitland Hospital.

1.6 Chief Executive's Report

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

- Appointment of the Clinical Governance Director.
- Appointment of the General Manager for the Lower Hunter Sector.
- Update on visits to the Local Health District by Chief Executives.
- Update on the new Junior Medical officers who have joined the Local Health District in 2017.
- Update progress with negotiation on the Service Agreement.
- Update on Australia Day honours for 2017.

COMMUNITY – THE PEOPLE WE SERVE

2.1 Community and Consumers Partnership Committee Minutes

The minutes from the meeting held on the 13th December 2016 had been circulated.

The minutes were NOTED by the Board.

A paper had been circulated on the Community Partnerships Forums 2016 evaluation.

The paper was DISCUSSED and NOTED by the Board.

2.2 Social Determinants of Health Committee Minutes

There were no papers for this meeting.

2.3 Aboriginal Health Committee Meeting

There were no papers for this meeting.

2.4 New Business

2.4.1 Guideline for Working with Consumers

A paper had been circulated in the business papers.

The paper was NOTED by the Board.

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

A brief and the minutes from the meeting held on the 14th December 2016 had been distributed.

The Report and minutes were NOTED by the Board.

3.2 Medical Staff Executive Council Report

Dr Stephen Oakley advised that a meeting of the Medical Staff Executive Council will be arranged for next month.

3.3 New Business

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

3.4 For Information

3.4.1 Breastscreen NSW Methodology for Estimating Aboriginal Participation Rates

A paper had been distributed 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.

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 BELMONT HOSPITAL STAFF

The Board were joined by staff at Belmont Hospital over lunch.

The following were raised and DISCUSSED:

- There were comments relating to the strong sense of collegiality, reported by nursing and allied health staff. “Everyone works together and says hello.”
- There are benefits of being a smaller hospital – staff get to know each other and the patients. “Patients are not nameless or faceless”
- “Staff are open to and accepting of change.”
- Staff reported a big shift in culture since Excellence has been implemented - Care boards are working well and make a difference to patient needs. Staff are more patient focussed. Care boards are a benefit to patients who are from non English speaking backgrounds.
- MedChart is working well and any issues are resolved quickly. “MedChart is very efficient and ensures clarity of prescribing.”

RESOURCES – MANAGING OUR SERVICES WELL

5.1 Finance and Performance Report

The Finance Management reports for the month ending January 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 13th December 2016 had been distributed in the business papers.

The minutes were NOTED by the Board.

The charter for the Finance and Performance Committee was circulated for endorsement.

The Board ENDORSED the Charter.

5.3 Audit and Risk Management Committee

The Minutes from the meeting held on the 6th December 2016 had been circulated 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

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

6.3.1 Statement from Jillian Skinner – Retirement.

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

6.3.2 Application for NHMRC Centre for Innovation in Regional Health Status

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

6.3.3 New Maitland Hospital Project

A paper had been distributed in the business papers.

The paper was DISCUSSED and NOTED by the Board.

A meeting of the Hunter New England Board Committee will be convened as soon as possible.

6.3.4 New NSW Government Cabinet and MP Electorate Map

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

PRESENTATION

The Board was joined by Ms Liz Filmer and Dr Robert Pickles who provided the Board with a presentation on the new MedChart system.

The Board THANKED both Liz and Robert for their 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 Update on Current Industrial Issues Relating to Emergency Physicians

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

Orientation for New Board Members

The two new members had been provided with an induction to Hunter New England Health on the previous day, and were orientated to the Board Committees during the current meeting.

The Chair ADVISED that she intended ask the Board to review Board Committee memberships and will circulated members to determine members' interest .

ACTION BY: Board Chair

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 Chief executive advised that the introduction of new helicopter craft by the Air Ambulance has involved review of helipads across the District.

The Board NOTED the advice.

9.2 Feedback from the December 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 15th March 2017 at Manning Hospital.