

Minutes of the Hunter New England Local Health District Board

Eighteenth Meeting

27th February 2013

Venue: District Headquarters

Present

Associate Professor Lyn Fragar, Dr Felicity Barr, Dr Bruce Bastian, Dr Helen Belcher, Mrs Janelle Speed, Mr Ken White, Professor Trevor Waring, Professor Nik Bogduk, Mr Bradley Webb, Mr Peter Johnston and Mr Fergus Fitzsimons.

Apologies

Ms Helen Staines and Mr Ian Kamerman

In Attendance

Mr Michael DiRienzo, Ms Karen Kelly, Mr Todd McEwan, Ms Susan Heyman, and Ms Maryanne Lynch.

Order of business: 1-5.11;8.1;6.1-7.1;9-10

BUSINESS OF THE MEETING

1. Welcome and Apologies, Acknowledgement of Country

The Chair, Associate Professor Lyn Fragar, opened the meeting at 8.00am.

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

The Chair extended a warm welcome to newly appointed members, Mr Bradley Webb and Mr Peter Johnston, with introductions from Board members.

The Board ACCEPTED apologies from Mr Ian Kamerman, and Ms Helen Staines.

2. Declarations of Conflict of Interest

There were no conflicts of interest raised.

3. Minutes of the Previous Meeting

The minutes of the meeting held on 18th December 2012 had been circulated.

The minutes were ADOPTED by the Board as a true and accurate record.

The minutes will be published on the Board section of the Hunter New England Local Health District website.

ACTION BY: Secretariat

4. Business Arising from Previous Meetings

4.1 Action Sheet – report on actions taken

The Board NOTED progress with actions agreed to be taken at previous meetings.

4.2 Conflict of Interest Register - revision

The Conflict of Interest Register was circulated and NOTED. Further advice is required from some members - to be provided to the Secretariat before next meeting.

ACTION BY: Secretariat and Members

5. Standing Items

5.1 Board Chair Report (verbal)

The Board Chair reported that since last meeting, there had been no meetings to provide a report on, however she plans to attend a Workshop within the next week regarding the NSW State Health Plan.

The Board Chair noted that a survey on education needs would be circulated to Board members for completion and to inform discussions on future education needs.

5.2 Chief Executive's Report

The Chief Executive's report had been circulated to the members in the business papers. The Board NOTED the report that summarised key current issues for the District. These included:

- North West Cancer Centre
- Raymond Terrace HealthOne Sod Turning
- Update on Voluntary Redundancies
- VMO Performance Review arrangements
- Muswellbrook Hospital Redevelopment
- Aged Care beds

- Tamworth Respite Services
- Excellence
- Clinical Operations Review
- NSW Health Pathology Board
- Anaesthetic and Orthopaedic Services at Tamworth Hospital
- Air-conditioning at Maitland Hospital
- Appointments and Resignations – across Health

The Board NOTED the Chief Executive's update.

5.3 Finance and Performance Report

The Finance and Performance Report had been circulated to the members in the business papers. The Board NOTED the report that summarised financial performance to January 2013.

The results to January were NOTED by the Board.

The Board discussed the implications of Private Room Accommodation rates and NOTED strategies to address this matter.

The Board also NOTED advice that the Commonwealth Department of Health and Human Services would be conducting an audit on aspects of fees charging , with which the District will comply.

Funding for Sub-Acute programs from the Commonwealth was discussed and NOTED by the Board.

A progress report on the above items is sought when available.

ACTION BY: Director Finance

5.4 Finance and Performance Committee

The minutes of the meeting held on the 17th December 2012 were circulated in the Business Papers.

The minutes were NOTED by the Board.

5.5 Health Care Quality Committee

The minutes of the meeting held on the 13th December 2012 were circulated in the Business Papers.

The minutes were NOTED by the Board.

5.6 Audit and Risk Management Committee

The minutes of the meeting held on the 18th September 2012 were circulated in the Business Papers.

The minutes were NOTED by the Board.

5.7 Medical and Dental Appointments Advisory Committee

The Committee met on 26 February 2013. A verbal overview from this meeting was provided by the Chair regarding appointments. Minutes will be circulated to members when available.

ACTION BY: Secretariat

5.8 Clinical Council

The minutes of the meeting held on the 5th December 2012 were circulated in the Business Papers.

The minutes were NOTED by the Board.

It was NOTED that the Clinical Council met on the 20th February 2013 where a presentation on NEAT performance was provided.

The Director Nursing and Midwifery advised that the Hunter Valley Health Services Plan/strategy was also provided via way of a progress report.

Discussion ensued regarding the importance of consumer feedback, with a whole of District approach. Using the New Zealand Canterbury model, the Board requested that the Director Communication and Stakeholder Engagement advise how this might be done.

ACTION BY: Director Communication and Stakeholder Engagement

5.9 Medical Staff Executive Council Report

The Board NOTED the report provided by the Chair of the Medical Staff Executive Council and SUPPORTED the proposed Charter for Medical Staff Councils that had been prepared by Professor Bogduk .

5.10 Members' Reports (verbal)

Janelle Speed reported on Cultural Respect; and it was NOTED there was no meeting in February, however a report will be provided at the next Board meeting.

5.11 Mental Health Sub-committee

The minutes of the meeting held on the 11th February 2013 was circulated separately to the Business Papers. Of note was a reduction in nursing overtime, good leadership and appointment for medical staffing.

Discussion ensued regarding mental health services and the discussions to date with the Justice and Forensic Mental Health Network.

The minutes and actions arising from the discussions held were NOTED by the Board.

6. New Business

6.1 Alliance with Hunter Medicare Local

A briefing report had been circulated in the Business Papers. The meeting NOTED the paper and the discussions that had occurred between the Board of Hunter Medicare Local and the Hunter New England Local District Health Board on the previous evening following a presentation by Dr Carolyn Gullery from Canterbury New Zealand.

Discussion ensued regarding the local health district's commitment to move forward with a Whole of System approach, along the lines of the Canterbury approach.

It was AGREED that the District should continue discussions with Hunter Medicare Local; that the Calvary Mater Newcastle be included in discussions relating to the development of an Alliance and "whole-of-health-system"; and that mechanisms for effective participation by consumers, carers and communities be developed.

ACTION BY: Chief Executive

6.2 Research and Innovation

The Framework and briefing circulated in the Business Papers were SUPPORTED by the Board.

6.3 Cultural Respect

A paper had been circulated in the Business Papers. Discussion ensued regarding the education program and feedback from the programs was shared.

The online link to the training program was AGREED to be sent to members.

ACTION BY: Secretariat/Organisational Capability and Learning

6.4 Glen Innes Health Service Local Planning Exercise

The report had been circulated in the Business Papers.

The Board DISCUSSED the content of the report and AGREED that this required tailoring to Rural community needs, and needed to better articulate short, medium and long-term plans.

The Board RECEIVED the report, and requested that it be redrafted to incorporate amendments as discussed.

ACTION BY: Acting Director Primary and Community Networks

6.5 Medical Oncology Review

A report with supporting documents had been circulated in the Business Papers.

The Board NOTED the report.

6.6 Bulahdelah update

An overview of the meeting at which the Chief Executive and Acting Director Primary and Community Networks were in attendance at with the local community group on 8 February 2013 was NOTED.

A meeting has been scheduled for 12 March 2013 with an update to be provided to the next Board meeting.

ACTION BY: Acting Director Primary and Community Networks

6.7 Social Determinants of Health

A briefing was circulated in the Business Papers.

The Board SUPPORTED the proposed action, requesting a further update as this was progressed.

ACTION BY: Acting Director Primary and Community Networks

6.8 Sub-Committee Schedule 2013

The dates for the Sub-Committees for 2013 were circulated in the Business Papers.

It was NOTED there have been amendments since this date, with the schedule to be updated and recirculated.

ACTION BY: Secretariat

7 Correspondence

7.1 Correspondence to/from Ministry of Health

The correspondence regarding the Minor Works Program was circulated in the Business Papers.

The Board NOTED the advice provided to and from the Ministry of Health.

8 Presentations

Professor Anthony Proietto, Director Cancer Services provided a presentation to the Board on the Hunter New England Local Health District Cancer Services Plan.

This presentation was well received and the actions to date were SUPPORTED by the Board.

It was AGREED the Presentation be circulated to members.

ACTION BY: Secretariat

9 Feedback following November meeting

The Board NOTED the feedback from the December meeting.

10 Next meeting

The next meeting is scheduled for Wednesday 27th March 2013 at Moree District Health Service.

Meeting close 1440 hours.