

Minutes of the Hunter New England Local Health District Board

Twentieth Meeting

24th April 2013

Venue: District Headquarters, Newcastle

Present

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

Apologies

Mr Ken White

In Attendance

Mr Michael DiRienzo, Ms Susan Heyman, Mr Todd McEwan, Ms Karen Kelly, Mr Mark Jeffrey, Mr Martin Cohen and Ms Maryanne Lynch.

Order of business: 1-5.2;5.7-5.11;5.3-5.4;6.5;8;5.10;6.1-6.4;6.6-7.3;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 Board ACCEPTED apologies from Mr Ken White.

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 27th March 2013 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; with commentary on matters in light of recent organisational changes.

4.2 Conflict of Interest Register - revision

The Conflict of Interest Register was circulated in the business papers. To be circulated with Business papers with further updates as noted at meeting.

ACTION BY: Secretariat

4.3 Member portfolios

The Board Chair, for the benefit of members not present at the March meeting, reiterated the portfolios of members pertaining to involvement in other activities of the Board, noting Mr Webb's interest in Finance and Performance, Social Determinants and Community Partnerships.

It was agreed that Mr Webb would participate in Community Partnerships and Social Determinants of Health.

5. Standing Items

5.1 Board Chair Report (verbal)

The Board Chair noted that there are a number of items of correspondence; with reference to these against relevant items.

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:

- Health Minister's visit to Tomaree Hospital
- Mental Health Minister's visit
- Ministerial Advisory Committee for Rural Health Meeting at Tamworth

- Ministry Performance Meeting
- Otolaryngology
- John Hunter Hospital Outpatient Clinics
- John Hunter Hospital Emergency Department update
- Armidale Medical Services
- Service Agreement with NSW Ministry of Health
- Paediatric Intensive Care Unit, John Hunter Hospital
- Muswellbrook Emergency Department
- Profile on Service Improvement – reduction of Catheter Associated Urinary Tract Infections

In relation to the Ministerial Advisory Committee, it was noted that there appeared to be no consumer representation. It was therefore requested a letter be issued to the Minister with a copy to the Parliamentary Secretary for Health in relation to this.

ACTION BY: Board Chair

The National Disability Insurance Scheme was also raised, with a briefing on the status of this to be provided.

ACTION BY: Director Allied Health

The Board NOTED and SUPPORTED the action taken in relation to matters covered in the Chief Executive's update.

At 9.45am, the Board Chair and Chief Executive excused themselves from proceedings to attend the Ministerial Visit at John Hunter Hospital. Dr Felicity Barr, Deputy Chair continued proceedings

5.3 Finance and Performance Report

The Finance and Performance Report had been circulated to the members in the business papers. Mr Mark Jeffrey, Director Finance provided a presentation regarding the District's position.

5.4 Finance and Performance Committee

The minutes of the meeting held on the 26th March 2013 had been 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 14th March 2013 will be circulated when available.

5.6 Audit and Risk Management Committee

The minutes of the meeting held on the 12th March 2013 will be circulated when available.

5.7 Medical and Dental Appointments Advisory Committee

The minutes of the meeting held on the 26th March 2013 had been circulated in the Business Papers.

Comment was provided by Professor Waring and sought feedback on the quarterly report.

The minutes and advice provided verbally were NOTED by the Board.

5.8 Clinical Council

The minutes of the meeting held on the 13th March will be circulated when available.

5.9 Medical Staff Executive Council Report

Professor Bogduk tabled a report for members noting matters from the meeting of the 18th April 2013.

The Board NOTED the advice provided.

At 11.00am the Board Chair and Chief Executive returned to the meeting following the Minister's visit and provided an update on the Minister's commitment to build a Paediatric Intensive Care Unit.

5.10 Member's report (verbal)

Dr Belcher provided a report on the Hunter Valley Health Services Planning, accompanied by a paper circulated to members.

The Board NOTED the advice provided by Dr Belcher.

Mr Webb reported that the McKeon Review had been completed; providing a strategic review of Health and Medical Research. Mr Webb highlighted key recommendations arising from this Review and noted that the HMRI will continue to work with the Local Health District.

Mr Webb also reported that the Office of Health and Medical Research, NSW Ministry of Health have released a paper into Research Hubs with responses to the paper due by end of May.

Mrs Speed provided a report about the Strategic Leadership Committee. Discussion ensued regarding the governance of this committee and it was AGREED that the Committee be re-established as a sub-committee of the Board, requiring a Board member to be Chair – Mrs Speed.

ACTION BY: Chief Executive, Acting Director Primary and Community Networks and Mrs Speed

5.11 Mental Health Sub-committee

There was no meeting of this Committee in April. The Committee will next meet on the 4th June 2013.

6. New Business

6.1 Glen Innes/Inverell hospitals

A briefing and accompanying communique from The Hon Melinda Pavey MLC had been circulated in the Business Papers and it was AGREED that an Executive Summary be completed with immediate priorities for action.

ACTION BY: Acting Director Primary and Community Networks

6.2 Excellence

A paper regarding this was circulated in the business papers. The Chief Executive noted that the Director-General, NSW Ministry of Health is visiting the Local Health District in May and suggested Dr Belcher attend.

The Board NOTED this advice.

6.3 Cultural Respect

A paper regarding this had been circulated in the Business Papers.

The Board NOTED the advice.

6.4 Cultural Redesign

A paper noting the progress of this was circulated in the business papers.

The Board NOTED the advice.

6.5 Payments

A paper noting the progress in addressing this matter was circulated in the Business Papers complemented by Mr Jeffrey's presentation and discussion with members, noting the active involvement of the Director Workforce.

6.6 Social Determinants of Health

A paper regarding this was circulated in the Business Papers.

The Board NOTED the advice provided.

6.7 Strategic Plan - HNE

A paper was circulated separate to Business Papers. Discussion ensued regarding embedding Social Determinants of Health as well as early intervention with children; applying the Triple Aim methodology.

The Board requested that Social Determinants be included in the Operational Plan.

ACTION: Acting Director Primary and Community Care and Director Nursing and Midwifery

6.8 Board Training – NOUS Group

The Board Chair advised of the available training modules that have been developed and offered by the NOUS Group on behalf of the Ministry of Health. An overview of modules and dates were provided with members encouraged to register for courses relevant.

ACTION BY: All members

7 Correspondence

There were four (4) items of correspondence:

1. Correspondence from the Official Visitor for noting
 - The Board NOTED the correspondence
2. Correspondence from the Agency for Clinical Innovation
 - The Board discussed the expectations and communication requirements and AGREED to await the outcome of pending workshops and recommendations arising before this action be taken
3. Correspondence from the Hon Kevin Humphries, Minister for Mental Health, Healthy Lifestyles and Western NSW
 - The Board NOTED the correspondence
4. Correspondence from Charles Sturt University
 - The Board NOTED the correspondence

8 Presentations

A presentation from the inaugural Mental Health Commissioner, John Feneley was provided.

This presentation described the establishment of the Commission, its functions and role as well as future plans.

The presentation was welcomed by the Board and its content NOTED.

A presentation from Ms Deborah Lawson, Manager Planning and Ms Karen Kelly, Director Nursing and Midwifery Services on the Hunter Valley Health Services Plan was noted. Discussion ensued and it was AGREED that the Chief Executive, Professor Bogduk and the Director Acute Networks would meet to discuss elements of this plan further.

ACTION BY: Chief Executive, Director Acute Networks, Professor Nik Bogduk

9 Feedback following November meeting

The Board NOTED the feedback from the March meeting; with reference to accommodation to be followed up.

ACTION BY: Secretariat

10 'In-camera' session

An 'in-camera' session was commenced at 1525 hours, following the end of the Business items. Only Board members and the Chief Executive were in attendance.

11. Next meeting

The next meeting will be held on Wednesday, 22nd May 2013 in Tamworth.

Official business closed at 1525 hours.