

Minutes of the Hunter New England Local Health District Board

Forty Second Meeting

15th April 2015

Venue: District Headquarters

Present

Associate Professor Lyn Fragar, Professor Trevor Waring, Mr Peter Johnston, Dr Bruce Bastian, Mrs Janelle Speed , Dr Helen Belcher, Ms Lyn Raines and Mr Fergus Fitzsimons.

Apologies

Mr Ken White, Dr Ian Kamerman, Mr Brad Webb and Dr Felicity Barr

In Attendance

Mr Michael DiRienzo, Ms Lauren Cruz, Mr Warren Laurence Ms Karen Kelly, Dr Tim Stanley and Ms Desiree Chymiak

Order of Business: 1.1-1.6; 6.2; 2.1-6.1; 6.3-9.3

BUSINESS OF THE MEETING

PRELIMINARY

1.1 Welcome, Apologies and Acknowledgment of Country

The Chair, Associate Professor Lyn Fragar opened the meeting at 8.45am

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 at this meeting.

1.3 Adoption of Minutes

The minutes of the meeting held on the 18th March 2015 had been circulated.

The minutes were ADOPTED by the Board. The minutes will be published on the Hunter New England internet site.

ACTION BY: Ms Desiree Chymiak

1.4 Action List

Progress on action items was NOTED by the Board.

1.5 Board Chair Report

The Board Chair did not have anything to report at this meeting.

1.6 Chief Executive's Report

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

- Update on Forster Renal service planning.
- Information on the Greater Newcastle Acute Hospital Networks accreditation.
It was RESOLVED that letters of congratulations and thanks from the Board be forwarded to the relevant service managers for passing to all staff.

ACTION: Ms Lauren Cruz

- Update on the Tamworth retrieval service.
- Update on activity target negotiations.
- Development of a standardised patient safety report.
- Save the date – Excellence Awards.
- Information on the Quality Awards.
- Update on the Advanced Health Research and Translation Centre.
- HealthPathways contributing towards Closing the Gap.
- Innovation scholarships update.

The report was discussed and NOTED by the Board.

COMMUNITY – THE PEOPLE WE SERVE

2.1 Aboriginal and Torres Strait Island Strategic Leadership Committee Report

There were no papers for this meeting.

2.2 Community and Consumers Partnership Committee Report

The minutes from the 27th March 2015 had been circulated in the business papers. A brief was also circulated in the business papers which provided information to the Board on the Community and Patient Partnerships Sub-committee.

Board recommended that John Hunter Hospital move to establish a local health committee and Greater Newcastle Cluster adopt Terms of Reference for local health committees.

Board supported Belmont Hospital efforts to re-establish their local health committee.

The minutes and brief were NOTED by the Board.

2.3 Social Determinants of Health Committee Report

There were no papers for this meeting.

2.4 New Business

There was no new business relating to COMMUNITY for this meeting.

2.5 For Information

There were no information papers relating to COMMUNITY for this meeting.

SERVICE – THE SERVICE WE PROVIDE

3.1 District Clinical Council Minutes

The minutes from the 11th March 2015 meeting and a briefing paper had been distributed in the business papers.

The minutes and briefing paper were NOTED by the Board.

3.2 Medical Staff Executive Council Report

There were no papers for this meeting.

Dr Tim Stanley reported the following:

- Workforce – There have been some concerns around the selection and credentialing process for VMO's. A review with workforce is occurring and Dr Tim Stanley is involved in this review. This will be a good opportunity to review the whole process.
- Engagement of the Medical Staff Council is being reviewed by Dr Tim Stanley, the Chief Executive and members of the Executive Leadership Team. There is an opportunity to improve the way Medical Staff Councils works with local management.

3.3 New Business

3.3.1 HNE Health Strategic Plan Towards 2018

A paper had been distributed in the business papers.

The Board endorsed the endorsed the HNE Health Strategic Plan Towards 2018.

3.3.2 Executive Realignment of Services

A paper was tabled at the Board meeting by the Chief Executive.

The Board adopted the recommendation and discussed and noted the risks and need for careful communication.

It was AGREED that the Chief Executive will provide a plan to the next meeting to the Board.

ACTION BY: Mr Michael DiRienzo

3.4 For Information

There were no information papers relating to SERVICE for this meeting.

SAFETY AND QUALITY – EXCELLENCE – EVERY PATIENT, EVERY TIME

4.1 Health Care Quality Committee Report

The minutes from the meeting held on the 7th April 2015 were distributed in the business papers.

The minutes were NOTED by the Board.

4.2 Patient Story

The patient story had been circulated in the business papers and 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 were no information papers relating to SAFETY AND QUALITY for this meeting.

RESOURCES – MANAGING OUR SERVICES WELL

5.1 Finance and Performance Report

The Finance Management reports for the month ending March 2015 and Performance Reports to end February 2015 had been circulated in the business papers.

The Board DISCUSSED and NOTED the Finance and Performance Report.

The Board raised an issue regarding the mental health data. The Board was advised that the rates are much higher than shown in the report.

5.2 Finance and Performance Committee Report

There were no papers for this meeting.

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 NOTED by the Board.

5.5 New Business

There was no new business relating to RESOURCES for this meeting.

5.6 For Information

5.6.1 Liberal Government Election Promises and Funding Commitments 2015

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

POSITIONING FOR THE FUTURE

6.1 Innovation and Research Report

There were no papers for this meeting.

6.2 New Business

PRESENTATIONS

IT Plans

The Board was joined by Mr Warren Laurence who gave a presentation on the Hunter New England Local Health District IT Plan.

The Board NOTED and DISCUSSED the information provided and thanked MR Laurence for his presentation.

John Hunter Hospital Master Plan

The Board was joined by Mr Brett Evans who made a presentation on the John Hunter Hospital Master Plan.

There was a discussion around the planning and development for the Maitland Hospital project. The Board expressed support for the Chief Executive to continue to negotiate with Health Infrastructure around the future development.

The Board expressed support of the master plan process and outcomes thus far and supportive of the conversations being had around further service planning around John Hunter Hospital.

It was AGREED that the Chief Executive would continue to provide monthly updates to the Board around progress for John Hunter and Maitland Hospitals.

ACTION BY: Mr Michael DiRienzo

6.3 For Information

6.3.1 Capacity Assessment Project Self-Assessment Report

A paper was distributed in the business papers. This was briefly discussed and will be considered at the planned meeting with Ministry of Health personnel.

OUR STAFF AND WORKPLACE CULTURE

7.1 Medical and Dental Appointments Advisory Committee

There were no papers for this meeting.

7.2 Workforce Report

There were no papers for this meeting.

7.3 New Business

There was no new business relating to WORKFORCE for this meeting.

7.4 For Information

7.4.1 HETI Strategic Plan

A paper was distributed in the business papers.

The paper was NOTED by the Board.

7.4.2 Leader Development Program Evaluation Report

A paper was distributed in the business papers.

The paper was NOTED by the Board.

BOARD DEVELOPMENT

8.1 Board Performance Report

There were no papers for this meeting.

8.2 Board Members Development Report

The Board had participated in an education session relating to Clinical Governance prior to the start of the Board meeting.

MEETING REVIEW AND FEEDBACK

9.1 Members Issues Not Covered Elsewhere

There were no papers for this meeting.

9.2 Feedback from the February Meeting

A summary of members and attendees feedback from the March meeting was provided with the business papers. The report was NOTED by the Board.

9.3 Next Meeting

The next meeting will be held on the 20th May 2015 at Tenterfield.