

Minutes of the Hunter New England Local Health District Board

Forty Fourth Meeting

17th June 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, Mr Fergus Fitzsimons, Mr Ken White, Dr Ian Kameron, Mr Brad Webb and Dr Felicity Barr.

Apologies

Mr Michael DiRienzo and Dr Tim Stanley

In Attendance

Ms Karen Kelly 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 9.00am.

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

Mr Ken White declared that, in relation to Item 3.4.1, he is on the Board of Anglican Care. There were no other conflicts of interest declared at this meeting.

1.3 Adoption of Minutes

The minutes of the meeting held on the 20th May 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 reported the following:

- Attendance at the Low Value Health Forum in May, and has requested the Chief Executive to provide the Board with progress reports on the action that was planned by clinician teams at the forum

ACTION: Chief Executive

- Attendance with other Board members at the Board Member Conference on Monday 15th June together with other Board members. The Chair noted that there was a discussion in her small group workshops regarding continuity of care for people leaving prison – raised by the Chair of the Justice Health Board. While it is understood that the issue is primarily a primary health care matter, it was AGREED that the District should initiate a discussion with Justice Health, and invite the Primary Health Network to this discussion.

ACTION: Chief Executive

- The Chair has seen an early version of the report of the Capacity Assessment Project for Hunter New England. When the report is provided to the District there will be opportunity for the District to make comment where there has been some misunderstanding.

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 the Primary Health Network.
- Announcement of Chief Executive for the Health Education and Training Institute and HealthShare.
- Update on Manning Hospital accreditation.

- Update on the Capacity Assessment Project.
- Update on Tamworth redevelopment.

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 29th May 2015 had been circulated in the business papers.

Dr Helen Belcher reported the following:

- Discussion at the meeting around walk- throughs.
- Looking at work plan priorities.
- Education around Excellence.
- Community Partnership Forum held yesterday went well however there were concerns that there was more staff in attendance to community members.

The report and minutes were NOTED by the Board.

2.3 Social Determinants of Health Committee Report

There were no papers for this meeting.

2.4 New Business

2.4.1 Governance of Closing the Gap Activities in Hunter New England Health and Future of the Strategic Leadership Board Sub Committee

A paper had been circulated in the business papers. Mrs Janelle Speed advised the Board that the Strategic Leadership Committee will be disbanded.

The Board was supportive of the recommendations. Recommendations were ENDORSED by the Board.

2.5 For Information

2.5.1 Aged Care Reforms

A paper had been circulated in the business papers.

SERVICE – THE SERVICE WE PROVIDE

3.1 District Clinical Council Minutes

The minutes from the 13th May 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 Bruce Bastian advised that the combined JHH/RNC council will meet in the following week.

3.3 New Business

3.3.1 Elective Surgery Waitlist Management

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

3.4 For Information

3.4.1 Divestment of Gloucester Statement Government Residential Aged Care Facilities

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

3.4.2 Letter from Chris Crawford, Chief Executive Northern Health District

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

3.4.3 Presentation - Health Pathways Demonstration

The Board was joined by Ms Jane Gray, Mr Ian O’Dea and Ms Louise Harrigan who gave a presentation around Health Pathways, with a focus on progress in the Manning area.

SAFETY AND QUALITY – EXCELLENCE – EVERY PATIENT, EVERY TIME

4.1 Health Care Quality Committee Report

The minutes from the meeting held on the 2nd June 2015 were distributed in the business papers.

Dr Helen Belcher reported the following:

- Falls report needs further carriage.
- Complaints report is being reformatted and it has been suggested that this will be the template.
- Clinical guidelines concerns were discussed.

The report and 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

4.4.1 Presentation - IIMS Presentation

The Board was joined by Dr Anne Duggan, Mr Jay Nielsen and Ms Kylie Duddy who gave a demonstration of IIMS.

RESOURCES – MANAGING OUR SERVICES WELL

5.1 Finance and Performance Report

The Finance Management reports for the month ending May 2015 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 from the meeting held on the 18th May 2015 were distributed in the business papers.

The minutes were NOTED by the Board.

5.3 Audit and Risk Management Committee

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

5.3.1 Presentation - Internal Audit

The Board was joined by Ms Cherie Williams and Mr Vic Lewis who made a presentation on Internal Audit's year in review.

The Board requested that the Audit Universe be provided to the Board.

ACTION BY: Ms Cherie Williams

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 Presentation – Overpayments Recovery Analysis

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

5.6.2 2015/16 Service Agreement Performance Measures

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

There was no new business relating to POSITION OFR THE FUTURE for this meeting.

6.3 For Information

6.3.1 Health Pathways – Manning Region

A paper was distributed in the business papers.

The paper was NOTED by the Board.

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 Workforce Report

There were no papers for this meeting.

7.3 New Business

7.3.1 Allied Health Professional Directors Restructure

A paper had been distributed in the business papers.

The paper was NOTED and ACCEPTED by the Board.

7.4 For Information

7.4.1 Letter from Secretary NSW Health to Junior Medical Officers

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

BOARD DEVELOPMENT

8.1 Board Performance Review

A paper had been distributed in the business papers.

It was AGREED that Brad Webb and Peter Johnston will assist the Chair in development of the 2014-2015 Board Performance Review design, using the agreed framework.

ACTION: Chair, Mr Brad Webb, Mr Peter Johnston.

8.2 Board Members Development Report

The Board had participated in an education session prior to the start of the Board meeting – the second session focussing on clinical governance.

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 May 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 15th July 2015 in Manning.