

## **Minutes of the Hunter New England Local Health District Board**

### **Sixtieth Meeting**

**16<sup>th</sup> November 2016**

**Venue: Gloucester Hospital**

**Present**

Associate Professor Lyn Fragar (Chair), Dr Helen Belcher, Mrs Janelle Speed, Ms Lyn Raines, Mr Brad Webb, Mr Fergus Fitzsimons, Mr Ken White, Dr Bruce Bastian, Mr Peter Johnston and Dr Ian Kamerman

**Apologies**

Dr Felicity Barr and Dr Martin Cohen

**In Attendance**

Mr Michael DiRienzo, Ms Karen Kelly and Ms Desiree Chymiak

Order of Business: 1.1 – 9.3

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## **TOUR OF THE GLOUCESTER HOSPITAL**

The Board was given a tour of the Gloucester Hospital led by Mr Paul Townsend.

## **MORNING TEA WITH THE GLOUCESTER HEALTH COMMITTEE**

The Board was joined by the Gloucester Health Committee for morning tea.

The following were raised and DISCUSSED:

- The Committee has had difficulties recruiting members - currently has representatives from Ambulance and an Indigenous member.
- There would be value in using patient stories around achievements of the facility.
- The Committee noted needs around homelessness, domestic violence, drug and alcohol and mental health. There is poor awareness in the community around these areas.
- There is an issue around transport for treatment for patients. Many patients need to travel to Newcastle for certain treatment which is not available in Gloucester.
- The appointment of a social worker has been a great benefit to the community.
- The Committee is looking at Uber as an option for transport.

## **BUSINESS OF THE MEETING**

### **PRELIMINARY**

#### **1.1 Welcome, Apologies and Acknowledgment of Country**

The Chair, Professor Lyn Fragar opened the meeting at 10.00am

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 Fergus Fitzsimons advised that he has a potential conflict with regards to service contracts between CentaCare and the Primary Health Networks.

Mr Brad Webb advised that he has a potential conflict as he is a consultant to NSW Health Pathology.

Mr Ken White advised that he is a Board Member for Anglican Care, the agency planning the Aged Care facility in Gloucester.

The Board NOTED the declarations.

#### **1.3 Adoption of Minutes**

The minutes of the meeting held on the 18<sup>th</sup> and 19<sup>th</sup> October 2016 had been circulated.

The minutes were ADOPTED by the Board. The minutes 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:

- She had attended the 10<sup>th</sup> anniversary at Guyra Multipurpose Service.

- The performance agreement process for the Chief Executive has been completed.
- There is a Council of Chairs meeting scheduled for the 6<sup>th</sup> December where the Chair is presenting on the Premier's priorities.
- The Chair and the Chief Executive have been involved in meetings regarding the Expression of Interest for development and management of 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 Director Mental Health.
- Appointment of the General Manager for Belmont Hospital.
- Update on the fracture clinical telehealth model.
- Sod turning – Armidale Hospital redevelopment.
- Inverell redevelopment update
- Update on the 2016 Rural Health and Research Congress.
- NSW Health Awards.

## **COMMUNITY – THE PEOPLE WE SERVE**

### **2.1 Community and Consumers Partnership Committee Minutes**

The minutes of the meeting held on the 12<sup>th</sup> October 2016 had been circulated in the business papers.

The report and minutes were NOTED by the Board.

### **2.2 Social Determinants of Health Committee Minutes**

A Good Health Committee was held yesterday. The minutes from this meeting will be distributed in the business papers for the December meeting.

### **2.3 New Business**

There was no new business relating to COMMUNITY- THE PEOPLE WE SERVE.

### **2.4 For Information**

#### **2.4.1 NSW Health Pathology Organisational Structure**

A paper was distributed in the business papers.

The paper was NOTED by the Board.

## **SERVICE – THE SERVICE WE PROVIDE**

### **3.1 District Clinical Council Minutes**

A brief and the minutes from the meeting held on the 12<sup>th</sup> October 2016 had been distributed.

The Report and minutes were NOTED by the Board.

### **3.2 Medical Staff Executive Council Report**

There were no papers for this meeting.

### **3.3 New Business**

There was no new Business for SERVICE – THE SERVICE WE PROVIDE.

### **3.4 For Information**

There was no further information for SERVICE – THE SERVICE WE PROVIDE.

## **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.

## **RESOURCES – MANAGING OUR SERVICES WELL**

### **5.1 Finance and Performance Report**

The Finance Management reports for the month ending October 2016 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 17<sup>th</sup> October 2016 had been distributed in the business papers.

The minutes were NOTED by the Board.

### **5.3 Audit and Risk Management Committee**

There were no minutes for the 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 – MANAGING OUR SERVICES WELL

### **5.6 For Information**

#### **5.6.1 Non Admitted Activity – ABF Presentation**

The presentation was distributed in the business papers.

The Board requested that Mr Grantly Hunt be invited to the December Board meeting to provide a short presentation update on ABF.

ACTION BY: Ms Desiree Chymiak

The presentation 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 POSITIONING FOR THE FUTURE.

### **6.3 For Information**

#### **6.3.1 New Maitland Hospital Project**

A paper had been 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 New Business**

#### **7.2.1 District Leadership Forum**

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

### **7.4 For Information**

There was no information relating to OUR STAFF AND WORKPLACE CULTURE for this meeting.

## **MEETING WITH GLOUCESTER CLINICIANS AND STAFF**

The Board met with clinicians and staff over lunch.

The following were raised and DISCUSSED:

### Theatre

- Good community and the hospital is important to the community. The hospital is looking at offering more procedures to be conducted here.
- Relationship between staff and residents is wonderful

### Community Health

- A wide range of services are provided including mental health, drug and alcohol and speech therapy.
- There is a school readiness program in place.
- There is an equipment pool based at community health.
- All staff work well together as a team.

### Maintenance

- The maintenance service feels well supported by management

### Nursing

- When staff are sick other staff are always prepared to fill in.
- Staff always support each other.

### Recruitment

- Recruitment of staff can be difficult, although the Assistant in Nursing pool is growing.
- There are limited Enrolled Nurses and Registered Nurses in the area. New recruits would prefer to live in the city.
- Key positions will be vacated next year due to retirements.

### Excellence

- Care boards are being used.
- The acute unit find the care boards very useful.
- Falls are an issue and there is a high risk of falls due to the age of the patients.
- Post-discharge calls are working well.

## **BOARD DEVELOPMENT**

### **8.1 Board Performance Report**

### **8.2 Board Members Development Report**

The current workplan was distributed in the business papers.

The workplan was NOTED by the Board.

### **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 Members Issues Not Covered Elsewhere**

There was no new business raised for this meeting.

### **9.2 Feedback from the October Meeting**

Feedback from the October 2016 meeting had been circulated with meeting papers.

The feedback was NOTED by the Board

### **9.3 Next Meeting**

The next meeting will be held on the 14<sup>th</sup> December 2016 at District Headquarters.

The Annual General Meeting will be held on the 13<sup>th</sup> December 2016 at 4.00pm.