

Minutes of the Hunter New England Local Health District Board

Fifty Eighth Meeting

21st September 2016

Venue: District Headquarters

Present

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

Apologies

Mr Michael DiRienzo

In Attendance

Ms Susan Heyman, Ms Karen Kelly, Ms Lauren Cruz and Ms Desiree Chymiak

Order of Business: 1.1 – 9.3

TOUR OF THE MEDICINE AT JOHN HUNTER HOSPITAL

The Board was provided with a presentation and given a tour of the Medical and Intervention Service at John Hunter Hospital led by Ms Marie O'Donnell, Dr Michael Boyle and Ms Sally Milson-Hawke.

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 with Primary Health Networks.

Dr Felicity Barr advised that she is the Chair Northern NSW Health District Audit and Risk Management Committee

The Board NOTED the declarations.

1.3 Adoption of Minutes

The minutes of the meeting held on the 17th August 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: 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:

- There is a memorial Services for Professor Trevor Waring next Wednesday 28th September 2016. Dr Felicity Barr will be attending in Professor Lyn Fragar's absence.
- The Chair received a letter from the Minister regarding the NSW Health and the Arts Framework. The framework provides a guide for all parts of the NSW Health System to develop local partnerships approaches with the arts. Supplementation funding received for all Districts.
- The Chair received a letter of complaint regarding the care provided at Belmont. A response to this complaint is being prepared through the Strategic Relations and Communication Unit.
- The Chair attended the Council of Chairs meeting. There was a discussion around the chemotherapy and Medical Gases issues. There was also a presentation at the Council of Chairs meeting from the Secretary for Health Ms Elizabeth Koff who spoke of her functions and her recent visits to Local Health Districts.
- The 19th June 2017 will be the next Board Members Conference.

1.6 Chief Executive's Report

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

- Update on the Community Health Strategy Group.
- Update on the Paediatric Intensive Care Unit fit.
- Updates on Helipads for Glen Innes and Guyra.
- Update on the bureau of Health Information report.
- Update on the Inverell Hospital Redevelopment.
- Update on the Translational Research Grants Scheme.

Individual items were DISCUSSED and NOTED by the Board.

COMMUNITY – THE PEOPLE WE SERVE

2.1 Community and Consumers Partnership Committee Minutes

A late paper was provided to the Board by Dr Helen Belcher which contained a brief and the minutes of the meeting held on the 16th August 2016.

The annual work plan was also provided to the Board for endorsement.

The Board ENDORSED the work plan and NOTED the brief and minutes

2.2 Social Determinants of Health Committee Minutes

There were no papers for this meeting.

Professor Lyn Fragar advised that the Health Committee met yesterday.

Ms Susan Heyman reported the following:

- A draft framework has been developed for this committee.
- The planning unit will be further developing the framework to determine what the Local Health District will focus on.
- A program of work will be developed for the Board to focus on in this committee.

2.3 New Business

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

2.4 For Information

2.4.1 Letter from the Ministry of Health – NSW Aboriginal Mental Health and Wellbeing Workforce Forum

A paper had been distributed in the business papers.

The paper was noted by the Board.

2.4.2 Tamworth and Armidale Maternity Services

A paper had been 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 14th September 2016 were distributed as a late paper.

The minutes were NOTED by the Board.

3.2 Medical Staff Executive Council Report

There were no papers for this meeting.

3.3 New Business

3.3.1 Mental Health Performance Report and Update

A paper had been distributed in the business papers.

The paper was noted by the Board.

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

A brief together with the minutes of the meeting held on the 23rd August 2016 had been distributed in the business papers.

A draft committee charter and draft work plan was provided to the Board as a late paper.

The brief and minutes were NOTED by the Board.

It was NOTED that Dr Martin Cohen will now sit on this committee. Dr Helen Belcher thanked Ms Lyn Raines for her contribution to the Health Care Quality Committee.

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 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 July 2016 had been circulated in the business papers.

The Board DISCUSSED and NOTED the Finance and Performance Report.

It was AGREED that Mr Grantly Hunt will present an update on Activity Based Funding to the Board.

5.2 Finance and Performance Committee Report

The minutes of the meeting held on the 16th August 2016 had been distributed in the business papers.

The minutes were NOTED by the Board.

5.3 Audit and Risk Management Committee

The minutes from the meeting held on the 1st September 2016 had been distributed in the business papers.

The minutes were NOTED by the Board.

The committee charter was distributed in the business papers. The charter was ENDORSED by the Board.

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

5.5.1 Due Diligence Obligations

A paper had been distributed in the business papers.

The paper was NOTED by the Board.

5.6 For Information

There was no further information for RESOURCES – MANAGING OUR SERVICES WELL.

PRESENTATION

Mental Health Update

The Board were joined by Dr Marcia Fogarty and Ms Leanne Johnson from Hunter New England Mental Health who provided a presentation to the Board on current initiatives.

The Board thanked both Dr Fogarty and Ms Johnson for their presentation.

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

There was no further information relating to POSITION FOR THE FUTURE.

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

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

7.4 For Information

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

BOARD DEVELOPMENT

8.1 Board Performance Report

8.1.1. Annual Performance Review

The report from the annual performance review had been distributed in the business papers.

8.2 Board Members Development Report

The work plan and education plan had been distributed in the business papers.

Discussion was held and suggested updates were provided. The Board Chair will update the work plan and education plan for endorsement at the next meeting.

8.3 New Business

There was no new business relating to BOARD DEVELOPMENT for this meeting.

8.4 For Information

There was no new information relating to BOARD DEVELOPMENT for this meeting.

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 May Meeting

Feedback from the August 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 18th and 19th October 2016 in Inverell via Glen Innes.