

Minutes of the Hunter New England Local Health District Board

Fifteenth Meeting

24th October 2012

Venue: Hunter Medical Research Institute

Present

Associate Professor Lyn Fragar, Dr Felicity Barr, Professor Trevor Waring, Dr Bruce Bastian, Dr Ian Kamerman, Dr Helen Belcher and Mrs Janelle Speed and Mr Fergus Fitzsimons.

Apologies

Mr Paul Henry, Mr Ken White, and Mrs Helen Staines.

In Attendance

Mr Michael Dirienzo, Mr Todd McEwan, Ms Karen Kelly, Professor Nik Bogduk, Ms Desiree Chymiak and Ms Maryanne Lynch.

Order of business: 1-5.9; 5.11; 6.3; 5.11-6.2; 6.4-10.0

TOUR OF THE INSTITUTE

The Board were given a tour of the Hunter Medical Research Institute by Mr Brad Webb.

BUSINESS OF THE MEETING

1. Welcome and Apologies, Acknowledgement of Country

The Chair, Associate Professor Lyn Fragar, opened the meeting at 9.00am and welcomed those present.

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 Paul Henry, Mr Ken White, and Mrs Helen Staines.

2. Declarations of Conflict of Interest

The Board NOTED that there were no declarations of conflict of interest with respect to the agenda items.

3. Minutes of the Previous Meeting

The minutes of the meeting held on 26th September 2012 had been circulated.

The minutes were ADOPTED by the Board as a true and accurate record with Mr Fitzsimons' correction to the spelling of his name in the apologies of the minutes NOTED for correction.

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, and NOTED that the final Communication Plan is to be circulated to members.

ACTION BY: Secretariat

4.2 Voluntary Redundancies

A paper had been provided to the Board regarding the Local Health District's position on this matter. It was advised that frontline nursing positions are not targeted and that consultation had been undertaken with relevant associations/unions and that such steps are in accordance with the budget management strategy and Labour Expense Cap.

The paper was discussed and NOTED by the Board.

5. Standing Items

5.1 Board Chair Report (verbal)

The Board Chair reported that she had attended the opening of Werris Creek at which both the Minister for Health and Minister for Medical Research, the Hon Jillian Skinner was in attendance as well as the Director-General, NSW Ministry of Health, Dr Mary Foley.

The Board Chair advised that the Minister for Health and Minister for Medical Research along with the Director-General visited the Tamworth Cancer Centre; noting significant progress being made. Kevin Anderson MP, Member for Tamworth was also present.

A presentation on Telehealth at the Ministerial Advisory Committee meeting in Tamworth was well received. Four key strategies were demonstrated, generating great discussion and interest. Discussion ensued with the Board members and those present regarding the need to undertake strategic thinking around such projects as Telehealth.

The meeting was reminded that the Community Cabinet meeting will be held in Tamworth on Monday, 5 November 2012 and the value of local health committee and community attendance was NOTED.

The Board Chair had also attended a teleconference with the Australian Medical Association senior executive recently as well as the Mental Health Commission launch in Sydney.

Dr Barr noted that she had attended the Medicare Local meeting in Sydney.

The Board NOTED this update.

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:

- An update on Bulahdelah Health Service
- An update on Denman Health Service
- An update on Wallsend Aged Care Service
- An update on the Tamworth Respite Service
- An update on the external review of Community and Allied Health Services, Far West Local Health District
- Advice on the launch of the Hunter Medical Research Institute Nursing and Midwifery Network

The Chief Executive advised the Board of recent success with the NSW Health Awards where Hunter New England Local Health District won in two categories from four nominations. The Award winners were:

- ResIDENTAL – The Director-General's Excellence Award
- Pharmacy – Enhancing Clinical Capacity – HETI Award for Excellence in Health Education and Training

The Board NOTED the Award recipients and the Board Chair requested a congratulatory letter on behalf of the Board be issued to finalists.

ACTION: Secretariat

5.3 Finance and Performance Report

The Finance and Performance Report had been circulated to the members in the business papers.

The Board NOTED the report that summarised financial performance to September 2012.

5.4 Finance and Performance Committee

The minutes of the meeting held on the 25th September 2012 were provided to the Board for information.

The minutes were NOTED by the Board.

5.5 Health Care Quality Committee

The minutes of the meeting held on the 13th September 2012 were provided to the Board for information. The minutes were NOTED by the Board.

Dr Belcher advised that a presentation on the Virtual Hospice was provided with a model of Palliative Care, which builds relationships between carers, staff and community included.

Discussion ensued regarding the potential to identify opportunities, with Innovation Support to potentially be engaged.

ACTION: Director Nursing and Midwifery Service

5.6 Audit and Risk Management Committee

The minutes from the meeting held on the 18th September 2012 were provided to the Board for information.

The report was NOTED by the Board.

5.7 Medical and Dental Appointments Advisory Committee

A verbal update was provided by Professor Waring.

The Board NOTED the advice provided.

5.8 Clinical Council

The minutes from the meeting held on the 19th September 2012 were provided to the Board for information.

The report was NOTED by the Board.

5.9 Medical Staff Executive Council Report

Professor Bogduk provided an updated verbally, with key issues relating to:

- Nursing salaries payment – sometimes delayed, or not correctly paid. HealthSupport (now HealthShare) to be consulted to attempt to identify issues; whether local or at HealthShare.
- Critical care – a continuation towards having a suitable number of ICU/HDU beds. The Chief Executive provided advice on some services across the State. An opportunity to raise this at the Community Cabinet meeting was discussed, with a briefing paper will be developed.

ACTION: Director Nursing and Midwifery Service
Chief Executive

5.10 Members' Reports (verbal)

Nil additional reports from Members

5.11 Mental Health Sub-committee

A quorum for the meeting was not established. Another meeting will be rescheduled. (See Item 6.3)

6. New Business

6.1 Progress Report on the Hunter Valley Hospital Planning Project

A paper was submitted to the Board providing an update on the progress of the Hunter Valley Hospital Planning.

The Board NOTED the paper and progress made.

6.2 Support for Innovation

A paper was submitted to the Board around the work undertaken by Innovation Support and for the Board to provide advice on any special areas of interest.

Discussion regarding the functions and structure of Innovation Support, particularly focussing on the integration of Innovation into mainstream practice ensued.

The Board NOTED the paper and ACCEPTED the recommendations.

6.2a Report on plans for Social Determinants of Health Workshop

The Board had received a later paper from Dr Helen Belcher outlining progress with plans for the upcoming Workshop. The report was NOTED.

6.3 Preliminary Findings of the Review of Psychiatric Rehabilitation Services, Morisset Hospital

The Board was provided a briefing regarding likely issues to be highlighted in the review of services at Morisset Hospital.

The Board NOTED the briefing and general findings.

6.4 Work Health Safety

A briefing and document titled "HNELHD Work Health and Safety Strategic Plan 2012-2017" was provided to the Board. The briefing was noted with comments on the content of the Strategic Plan as follows:

- Section titled 'Responsibilities' perhaps needs to be changed to say 'The Executive' in lieu of 'Chief Executive'
- Section titled 'Workers' needs to include contractors (both visiting and permanent) and should include content that refers to orientation if they are not informed of their responsibilities.
- The role of the Board and Board members should be included as 'officers'

ACTION: Associate Director Workforce

7. Correspondence

There were nil items of correspondence tabled.

8. Presentations

There were no presentations

9. Meeting feedback

The Board NOTED the meeting feedback following the September meeting.

10. Next Meeting

The next meeting is scheduled for Wednesday 28th November 2012 at District Headquarters commencing at 8.00am.