

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

**Twenty-Sixth Meeting**

**23 October 2013**

**Venue: Wallsend Health Campus**

**Present**

Associate Professor Lyn Fragar, Dr Bruce Bastian, Mrs Janelle Speed, Mr Ken White, Mr Peter Johnston, Mr Bradley Webb, Mr Fergus Fitzsimons, Ms Lyn Raines and Professor Trevor Waring

**Apologies**

Dr Helen Belcher, Dr Felicity Barr, Ms Susan Heyman, Mr Todd McEwan

**In Attendance**

Mr Michael DiRienzo, Ms Tricia Bulic, Ms Karen Kelly, Professor Nik Bogduk and Ms Maryanne Lynch

**Order of business:**

1-5.7;8.1;5.8;5.11-5.14;8.2;6.1;5.9-5.10;9.0

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## **BUSINESS OF THE MEETING**

**Tour of the campus:** The Board were lead on a tour of the Wallsend Campus, visiting the Wallsend Aged Care Facility, and having a briefing on the Multi-cultural Health Services provided from the campus.

### **1. Welcome and Apologies, Acknowledgement of Country**

The Chair, Associate Professor Lyn Fragar, opened the meeting at 8.00am.

The Chair ACKNOWLEDGED the traditional owners of the country on which the meeting was held and elders past and present.

### **2. Declarations of Conflict of Interest**

No conflicts were reported in relation to any agenda items. The Conflict of Interest Register is to be updated based on advice from members and provided to the next meeting.

ACTION BY: Secretariat

### **3. Minutes of the Previous Meeting**

The minutes of the meeting held on the September 2013 meeting had been circulated.

The minutes were ADOPTED by the Board. The minutes will be published on the HNE internet site.

ACTION BY: Secretariat

### **4. Business Arising from Previous Meetings**

#### **4.1 Action Sheet – report on actions taken**

Action items were NOTED.

#### **4.2 Rural Recruitment Model**

A paper had been circulated in the business papers.

Members DISCUSSED how the program would be evaluated - what KPIs would be developed to measure progress and the expected outcome. The Board NOTED the paper provided and requested a plan to operationalise this, including a framework with more detailed advice, including a communication strategy.

ACTION BY: Director Workforce

#### **4.3 Overpayment strategy**

A paper had been circulated in the business papers. The progress made toward recovery was NOTED and the Board RESOLVED to pass on congratulations to the Director Workforce and team in addressing this issue.

ACTION BY: Chief Executive

#### **4.4 Conflict of Interest Register**

Further amendments to this document are required. The Board Chair requested members provide updates for inclusion in the Conflict of Interest Register and this be circulated at the next meeting.

ACTION BY: Members/Secretariat

#### **4.5 Digital Media Strategy**

The Board NOTED the paper circulated in the business papers. The Chief Executive will discuss further with Director Communication and Stakeholder Engagement progress and inclusion of Local Health Committees.

ACTION BY: Chief Executive

### **5. Standing Items**

#### **5.1 Board Chair Report (verbal)**

The Board Chair advised of a dinner with the Board Little Company of Mary Limited; noting that the partnership between Hunter New England and Little Company of Mary is very positive.

The Board Chair also reported that she had recently attended the Council of Chairs meeting and the Innovation Awards, noting Population Health won an Award – a presentation on this is under item 8.2.

#### **5.2 Chief Executive's Report**

The Chief Executive's report was circulated in the business papers and NOTED by the Board.

The report addressed the following:

- Muswellbrook Emergency Department works – commenced
- Little Company of Mary – work on Aged Care facility
- Ophthalmology
- District's performance
- Whole of Hospital Project – John Hunter Hospital
- Operational Plan
- Service Agreement
- Recent accreditation at Calvary Mater Newcastle

#### **5.3 Finance and Performance Report**

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

#### **5.4 Finance and Performance Committee**

The minutes of the meeting had been circulated in the Business Papers.

The Finance Report and minutes were NOTED by the Board.

#### **5.5 Health Care Quality Committee**

The minutes of the Health Care Quality Committee meeting of the 8<sup>th</sup> October 2013 had been circulated in the business papers. The Board NOTED the minutes.

#### **5.6 Audit and Risk Management Committee**

The Audit and Risk Management last met on the 10<sup>th</sup> September – there were no papers to come forward at this meeting.

#### **5.7 Medical and Dental Appointments Advisory Committee**

The next report of this committee will come forward at the November meeting.

#### **5.8 Clinical Council**

The minutes of the meeting held in September had been circulated in the business papers. Dr Bastian provided a verbal update with regard to a presentation on Activity Based Funding and the importance of clinical coding.

The Board NOTED the minutes and verbal update.

## **5.9 Medical Staff Executive Council Report**

Professor Bogduk advised there were no new updates for the Board.

## **5.10 Member's report (verbal)**

Mr White's report on Board training was NOTED.

Mrs Speed advised that Mr Adam Marshall MP was recently in Inverell – Mrs Speed requested that relevant Board members be advised if there are such opportunities in future.

Dr Bastian advised that he would be attending the Clinical Advisory Committee for the NSW Pathology service on the 30<sup>th</sup> October.

Dr Kamerman advised that he is a member of the GP Council of NSW – headed by the Agency for Clinical Innovation.

## **5.11 Mental Health Sub-committee**

The committee did not meet prior to this meeting.

## **5.12 Strategic Leadership Committee**

The minutes circulated in the business papers were NOTED by the Board. Next meeting is set for the 24<sup>th</sup> October 2013.

## **5.13 Work Health and Safety**

The report was NOTED by the Board.

## **5.14 Patient Story**

The patient story was circulated in the business papers and well received. There was discussion regarding the issues raised throughout the complaint and the response provided to same.

Mr DiRienzo noted that he would be discussing this with the Executive Leadership Team.

ACTION BY: Chief Executive

## **6 New Business**

### **6.1 Social Determinants of Health**

The papers circulated to the Board were NOTED. It was AGREED that a revised set of Objectives for the Committee Charter would be prepared by the Chair, and that once adopted, the Board would appoint members of the Committee on the advice of Dr Belcher, Mr Webb, the Chief Executive and Ms Susan Heyman.

ACTION: Chair  
Chief Executive with nominated Board members

***Additional matter: Ms Kelly, as HSFAC Coordinator provided the Board an update on the status of bushfires currently burning in the region.***

## **8 Presentations**

A presentation was provided by Ms Mary Batkovic and Ms Glenda Dingwall in relation to the results of the YourSay survey. The Board NOTED the results and REQUESTED an Action Plan to come forward on how to address the areas where improvements are needed.

ACTION BY: Director Workforce

A presentation was provided by Dr John Wiggers on the Good For Kids program which won Population Health the prestigious Director-General's Award for Innovation as well as a general presentation on the progress of other Population Health initiatives. The Board NOTED this presentation and congratulated the Population Health team on its achievement.

**9 Feedback following August meeting**

The Board NOTED the feedback from the September meeting. It was AGREED that the format for the Glen Innes meeting in November would be similar to that of the Inverell meeting in September.

**11. Next meeting**

The next meeting will be held on Tuesday, 26 November and Wednesday, 27 November 2013 in Glen Innes.

The meeting closed at 1440 hours.