

Minutes of the Hunter New England Local Health District Board

One hundred and twenty ninth meeting

19 April 2023

Venue: meeting room 2, District Headquarters Building / MS Teams

Present

Dr Martin Cohen (Chair), Mr Kevin Dupè (MS Teams), Mr Robert Hawes, Ms Meagan Hudson (MS Teams), Ms Anita Kauffmann, Dr Kirsten Molloy, Ms Elizabeth Nicol, Prof Peter O'Mara, Dr Stephen Pryde, Prof Penelope Paliadelis (MS Teams) and Mrs Wendy Wilks.

Apologies

Dr Patrick Farrell, Ms Lyn Raines and Dr Rob Pickles.

In attendance

Ms Tracey McCosker, Dr Mary Morgan and Ms Kylie McNamara.

BUSINESS OF THE MEETING

PRELIMINARY

1.1 Welcome, apologies and acknowledgment of country

The Deputy Chair, Dr Kirsten Molloy opened the business meeting at 9:00am. The Deputy Chair ACKNOWLEDGED the traditional owners of the country on which members were participating, and paid respects to Elders past and present.

1.2 Conflicts of interest

There were no conflicts of interest declared by Board members.

1.3 Adoption of minutes

The minutes of the meeting held on 15 March 2023 had been circulated. The Board DISCUSSED amendments to item 1.5. Board Chair Report. The Board resolved that the minutes are a true record of the meeting, inclusive of the amendments discussed. The minutes were adopted, by Prof Peter O'Mara and seconded by Ms Wendy Wilks. The minutes will be published on the Hunter New England Health internet site.

ACTION: Ms Kylie McNamara

1.4 Action list

Previous action items were DISCUSSED and NOTED by the Board.

Ms Tracey McCosker provided a verbal update to the Board in relation to aggression noted in the work, health and safety report. The update was NOTED by the Board.

The Board DISCUSSED training for employees in relation to trauma informed care. The Board requested further information in relation to this training module.

ACTION: Mr Kim Nguyen

1.5 Board chair report

The Board Chair joined the meeting at 9.20am.

The Board Chair DISCUSSED the below, which was NOTED by the Board:

The Board Chair congratulated Ms Tracey McCosker on her appointment as CEO.

- Medical accreditation system
- Medical excellence
- Leadership mentoring
- Board member training

1.6 Chief executive's report

The Chief Executive's report had been circulated in the business papers and were DISCUSSED. Matters included:

- A new minister
- Out and about
- Key partner meetings
- Career supports for rural nurses
- International medical graduates
- GP access after hours (GPAAH) services restored by Federal Government
- Safe staffing policy roll-out in the Emergency Department

- Researchers awarded funding
- Allied health support in Emergency Departments
- Executive Director, Aboriginal Health
- WHS summary
- Proposed responses to questions from Minister Park

The Board requested their THANKS be conveyed to those staff members that have been working after hours to manage transfer of care (TOC).

The Chief Executive DISCUSSED the Rural and Regional health forum being held on Tuesday 16 May 2023.

RESOURCES

2.1 Finance and performance report

The Finance Management reports for the month ending March 2023 had been circulated in the business papers. The report was NOTED by the Board.

Ms Anita Kauffmann gave a verbal update to the Board in relation to coding, quarterly NWAU data, review of charter and alignment of reporting. The Board DISCUSSED activity across the District.

It was requested that executive leave be reported and advised to the Board.

ACTION: Mr Tony Gilbertson / Mr Kim Nguyen

Mr Kevin Dupe left the meeting at 12:00pm.

2.2 Finance and performance committee

A brief and minutes from the meeting held on 14 March 2023 had been distributed in the Board papers. The brief and minutes were NOTED by the Board.

2.3 Audit and risk management committee

There were no papers for this meeting.

2.4 Work, health and safety report

A report had been distributed in the business papers. The report was NOTED by the Board.

2.5 New business

There was no new business relating to RESOURCES.

2.6 For information

There was no new information relating to RESOURCES.

COMMUNITY

3.1 Community and patient partnership committee

A brief and minutes from the meeting held on 14 March 2023 had been distributed in the Board papers. The brief and minutes were NOTED by the Board.

The Board Chair THANKED Ms Lyn Raines for chairing this committee at short notice.

The Board requested a brief in relation to Schwartz rounds/training.

ACTION: Ms Elizabeth Grist

3.2 Aboriginal health committee

There were no papers for this meeting.

3.3 New business

There was no new business relating to COMMUNITY.

3.4 For information

There was no new information relating to COMMUNITY.

SERVICE

4.1 District clinical council

A brief and minutes from the meeting held on 8 March 2023 had been distributed in the Board papers. The brief and minutes were NOTED by the Board.

The Board requested a presentation in relation to voluntary assisted dying, given NSW legalisation of the process effective 28 Nov 2023. The Board requested the video produced by the Interpreter Unit conveying the challenges faced by deaf people in the Health system.

ACTION: Dr Paul Craven

4.2 Medical staff executive council

Dr Morgan CONGRATULATED Ms Tracey McCosker on her appointment as Chief Executive, on behalf of the Medical staff executive council. Dr Mary Morgan gave a verbal update to the Board.

4.3 New business

There was no new business relating to SERVICE.

4.4 For information

There was no new information relating to SERVICE.

SAFETY, QUALITY AND PATIENT EXPERIENCE

5.1 Health care quality committee

A brief, minutes and patient safety report from the meeting held on 22 March 2023 had been distributed in the Board papers. The brief and report were DISCUSSED and NOTED by the Board.

Ms Liz Nicol gave a verbal update to the Board.

5.2 New business

There was no new business relating to SAFETY, QUALITY AND PATIENT EXPERIENCE.

5.3 For information

There was no new information relating to SAFETY, QUALITY AND PATIENT EXPERIENCE.

POSITIONING FOR THE FUTURE

6.1 Sustainability

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 ESG principles – sustainability policy

A brief had been distributed in the Board papers. The brief was NOTED by the Board.

OUR STAFF AND WORKPLACE CULTURE

7.1 Medical and dental appointments advisory committee

A brief from the meeting held on 28 March 2023 had been distributed in the Board papers. The brief was NOTED by the Board.

7.2 New business

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

7.3 For information

There was no new information relating to OUR STAFF AND WORKPLACE CULTURE.

BOARD DEVELOPMENT

8.1 Board performance report

A letter and report had been distributed in the Board papers. The letter and report were NOTED by the Board.

It was CONFIRMED this report will be reviewed by the Executive Director, Finance.

ACTION: Mr Tony Gilbertson

8.2 New business

There was no new business relating to BOARD DEVELOPMENT.

8.3 For information

There was no new information relating to BOARD DEVELOPMENT.

MEETING REVIEW AND FEEDBACK

9.1 Member's issues not covered elsewhere

There were no papers for this meeting.

Dr Kirsten Molloy gave a verbal update in relation to the Governance review, as Chair of the Board Working Party.

9.2 Next meeting

The next meeting will be held on Wednesday 17 May 2023 in Tamworth, following a tour of Tamworth Hospital.

The Board Chair, Dr Martin Cohen closed the meeting at 1:35pm.