

Minutes of the Hunter New England Local Health District Board

One hundred and thirty seventh meeting

13 December 2023

Venue: Meeting room 2, District headquarters building / MS Teams

Present

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

Apologies**In attendance**

Ms Tracey McCosker, Dr Mary Morgan and Ms Kylie O'Meagher.

BUSINESS OF THE MEETING

1. By consent item registration

The Board DISCUSSED if there were any items for attention from the Board committee reports.

2. Acknowledgement of country, declaration of conflicts of interest, welcome invitees/executive

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

Mr Kevin Dupè DECLARED a potential conflict of interest advising of his role as Chairman of University of Newcastle Life. Mr Dupè also advised of a potential medical centre to provide urgent care.

Ms Anita Kauffmann DECLARED her recent appointment to the Board of Industry Skills Australia, in case of potential conflict of interest arising.

Prof Peter O'Mara DECLARED an amendment to his position on the Rural Doctors Network Board, from a Board member to now being appointed Chair of the Board.

Prof Penny Paliadelis DECLARED a potential conflict of interest advising her affiliation with the Milestones Institute of Higher Education.

Dr Martin Cohen DECLARED a potential conflict of interest in his role with Inpsych Consulting Company, advising that new models of care are currently being explored for ADHD patients in the adult space.

Ms Wendy Wilks CONFIRMED ongoing communication with the Select committee on remote, rural and regional health, and DECLARED this as a potential conflict of interest.

It was CONFIRMED there were no other new conflicts of interest to be declared.

3. Confirmation of previous minutes, review of action log

The minutes of the meeting held on 15 November 2023 had been circulated. The Board resolved that the minutes are a true record of the meeting, inclusive the below amendment to agenda item 15 within the minutes from the meeting held on 18 October 2023:

**15. Notice of motion
Local Health Committees**

A notice of motion had been circulated in the business papers and discussed by the Board. The Board remains committed to creating and supporting community engagement through various mechanisms including local health committees.

The minutes were adopted, by Dr Kirsten Molloy and seconded by Ms Anita Kauffmann. The minutes will be published on the Hunter New England Local Health District internet site.

ACTION: Ms Kylie O'Meagher

Previous action items were DISCUSSED and NOTED by the Board.

4. Chief Executive update

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

- Meetings across the District
- Wallsend Residential Aged Care Facility
- Special Commission of Inquiry into healthcare funding
- Junior Medical Officer forum
- Bureau of Health Information Healthcare Quarterly Report
- Visit to Scientia Clinical Research facility
- Chief Executive Town Hall
- Employer Brand Campaign

The Board DISCUSSED the District structure and ENDORSED related recommendations.

5. Board Chair report

The Board Chair, Dr Martin Cohen, provided a verbal update to the Board in relation to:

- Board member sub-committee preferences moving forward.
- It was CONFIRMED the Board will have a one hour long virtual meeting to cover off accountabilities, strategic priorities and risk on a bi-monthly basis.

The Board Chair THANKED Ms Tracey McCosker for her hard work, and the positivity she has brought to the District, including the Board meetings. Dr Mary Morgan ADVISED there is positivity within the District in relation to the Chief Executive.

6. Patient story

The Board NOTED and DISCUSSED the patient story. It was CONFIRMED that patient stories will be presented to the Board moving forward.

7. Presentation

Ms Martha Parsons provided a presentation to the Board in relation to the Diabetes Alliance Program Plus (DAP+), and integrated care.

The Board DISCUSSED the DAP+ program, and THANKED Ms Parsons for the very informative presentation. The presentation was NOTED by the Board.

The presentation is to be uploaded to diligent for Board member reference.

ACTION: Ms Kylie O'Meagher

STANDING ITEMS – COMMITTEE REPORT (by exception discussion)

8. Finance and performance

The Finance Management reports for the month ending 14 November 2023 have been circulated in the business papers.

Ms Anita Kauffmann provided a verbal update to the Board covering off the District budget. The update was NOTED by the Board.

9. Health Care Quality Committee

Ms Elizabeth Nicol provided a verbal update to the Board, including:

- Hand hygiene.
- Morbidity and mortality action plan.

- Open disclosure.
- Health acquired complications (HACs).
- Select committee around Trauma.

The update was NOTED by the Board.

10. Medical Staff Executive Council

Dr Mary Morgan provided a verbal update to the Board covering off:

- Medical Staff Councils for mental health and Belmont Hospital.
- Organisation culture.
- SDPR feedback.

It was CONFIRMED there will be an annual update provided to the Board in a report format.

The Board Chair THANKED Dr Mary Morgan for her hard work in relation to the District medical structure, specifically work towards establishing and stabilising structures for the medical staff councils.

11. Report by exception only: Discussion items

- Medical and Dental Appointments Advisory Committee
- Audit and Risk Management Committee
- District Clinical Council
- Community and Patient Partnership Committee
- Aboriginal Health Committee
- Sustainability Committee

12. Items without notice

It was REQUESTED that a presentation be given to the Board in relation positive duty to prevent workplace sexual harassment, and how this is managed across the District.

ACTION: Ms Tracey McCosker

FOR INFORMATION

13. Finance and Performance Committee meeting minutes

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

Wendy Wilks left the meeting at 12:35pm.

14. Medical and Dental Appointments Advisory Committee meeting

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

15. Audit and Risk Management Committee

There were no papers for this meeting.

16. District Clinical Council

A brief from the meeting held on 8 November 2023 had been distributed in the Board papers. The brief was NOTED by the Board.

17. Community and Patient Partnership committee

A brief from the meeting held on 14 November 2023 had been distributed in the Board papers. The brief was NOTED by the Board.

It was CONFIRMED the Local Health Committees are now included in the Community and Patient Partnerships committee charter. The Board ENDORSED this amendment to the charter.

Prof Peter O'Mara provided a verbal update to the Board in relation to the Aboriginal Health committee, including:

- Upcoming committee meetings.
- Integrated Chronic Care for Aboriginal People Program (ICCAPP) forum.

The update was NOTED by the Board.

Mr Bob Hawes provided a verbal update to the Board in relation to the Sustainability committee, including the request to present the 2023 Sustainability report to the Board in February 2024. The update was NOTED by the Board.

18. HNELHD 2024 Board meeting schedule

The 2024 Board meeting schedule had been distributed in the Board papers. The Board DISCUSSED the dates and venues for these meetings.

The Board Chair, Dr Martin Cohen closed the meeting at 1:00pm.