

Minutes of the Hunter New England Local Health District Board

One hundred and thirty first meeting

21 June 2023

Venue: meeting room 2, District Headquarters Building

Present

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

Apologies

Dr Mary Morgan and Ms Tracey McCosker.

In attendance

Ms Susan Heyman, Dr Rob Pickles, Mr Tony Gilbertson and Ms Kylie McNamara.

WEDNESDAY 21 JUNE 2023 AT 10:40AM

BUSINESS OF THE MEETING

1. KPMG Governance review

It was CONFIRMED the report from the KPMG Governance review is yet to be finalised.

2. By consent item registration

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

3. Welcome to country, declaration of conflicts of interest, welcome invitees/executive

The Board Chair, Dr Martin Cohen opened the business meeting at 10:40am. The Chair ACKNOWLEDGED the traditional owners of the country on which members were participating, and paid respects to Elders past and present.

There were no conflicts of interest declared by Board members.

The Board Chair welcomed Ms Susan Heyman as Acting Chief Executive to the Board meeting, and also Mr Tony Gilbertson, Executive Director, Finance to the Board meeting.

4. Confirmation of previous minutes, review of action log

The minutes of the meeting held on 17 May 2023 had been circulated. The Board resolved that the minutes are a true record of the meeting, inclusive the following amendment to be made to item 2:

The Board Chair, Dr Martin Cohen opened the business meeting at 9:00am.

The minutes were adopted, by Mr Bob Hawes and seconded by Prof Penny Paliadelis. The minutes will be published on the Hunter New England Health internet site.

ACTION: Ms Kylie McNamara

Previous action items were DISCUSSED and NOTED by the Board.

5. Chief Executive update

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

- Diversity and inclusion steering committee
- Recruitment
- Manning hospital workshop
- Changes to executive responsibilities:
 - Medical Services, Network and Streams
 - Research and innovation
 - Imaging
 - Departure of Dr Brendan Flynn, Executive Director, Mental Health Services
- Sharing precinct learnings – JHHIP and NZ Health precinct delegation
- Wallsend Aged Care Facility
- Bus incident / accident

The Board expressed condolences in relation to the deceased HNELHD staff member as a result of the recent bus accident on Sunday 11 June 2023. It was CONFIRMED the Chief Executive has been in communication with the deceased staff member's family, and there has been support offered to both family members and colleagues of the staff member.

The Board ACKNOWLEDGED the staff involved with the bus incident. The Board ENDORSED that an acknowledgement in writing is to be drafted and forwarded to HNELHD staff, and those that were involved in working throughout the incident.

Board Chair report

The Board Chair, Dr Martin Cohen, provided a verbal update to the Board. Matters included:

- The Board Chair recently attended the Medical Staff Dinner at the Newcastle Club.
- The Board Chair conveyed congratulations to all HNELHD staff members that were recognised as part of the King's Birthday 2023 Honour list. It was CONFIRMED a letter of congratulations is to be sent from the Board to each HNELHD staff member that received an acknowledgement.

ACTION: Dr Martin Cohen

- The Board Chair THANKED Prof Penny Paliadelis for drafting the HNELHD Board standards of behaviour. It was CONFIRMED there will be a standards of behaviour agenda item included in the July 2023 Board papers.

ACTION: Ms Kylie McNamara

- The board chair discussed with the board that a board development workshop will be held in October or November of this year, executive will be invited, and it will incorporate board meeting.

ACTION: Ms Kylie McNamara

The Board CONGRATULATED Ms Lyn Raines on her contribution throughout her tenure as a member of the HNELHD Board. The Board Chair ACKNOWLEDGED the wisdom and experience brought to the Board by Ms Raines, as well as the support Ms Raines provided to the Board Chair, and Board members throughout her tenure. The Board also ACKNOWLEDGED Ms Raines' contribution to the community.

6. Procurement reform presentation

Mr Tony Gilbertson gave a presentation to the Board in relation to state procurement reform. The presentation was NOTED by the Board. The Board THANKED Mr Gilbertson for his informative presentation.

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

ACTION: Ms Kylie McNamara

7. Discussion – Specialist training and training networks across the District

The Board held a discussion in relation to training across the District for medical workforce. It was CONFIRMED there will be a workforce development agenda item included in the October 2023 Board papers.

ACTION: Ms Kylie McNamara

STANDING ITEMS – COMMITTEE REPORT (by exception discussion)

8. Finance and performance

The Finance Management reports for the month ending May 2023 had been circulated in the business papers. Ms Anita Kauffman gave a verbal update to the Board. The report was NOTED by the Board.

The Board EXPRESSED confidence in the Chief Executive and Executive Leadership team in relation to the financial performance across the District.

It was CONFIRMED advice would be provided to the Board in relation to hospital acquired complications/clinical safety issues, and how they are recorded for collaborative care patients.

ACTION: Mr Tony Gilbertson

Mr Tony Gilbertson left the meeting at 1:00pm.

9. Health Care Quality Committee

A brief and minutes from the meeting held on 22 May 2023 had been distributed in the Board papers. The brief and minutes were NOTED by the Board.

It was CONFIRMED the Chief Executive of CEC was invited to attend the September HCQC meeting to present in relation to organisation behavioural change.

The Board ENDORSED continued funding to the Tele ECG service for the District. The Board REQUESTED that the Chief Executive and Executive Leadership Team explore options to continue to fund the service, and advise back to the Board.

ACTION: Ms Susan Heyman / Ms Tracey McCosker

10. Medical Staff Executive Council

There were no papers for this meeting. A verbal update was given by Dr Rob Pickles. The update was NOTED by the Board.

11. Report by exception only: Discussion items

- District Clinical Council
A verbal update was given by Dr Patrick Farrell. The update was NOTED by the Board.
- Medical and Dental Appointments Advisory Committee
- Aboriginal Health Committee
- Community and Patient Partnership Committee

12. Items without notice

There were no papers for this meeting.

OTHER BUSINESS

13. Nil

There were no papers for this meeting.

FOR INFORMATION

14. Finance and Performance Committee meeting minutes

A brief and minutes from the meeting held on 15 May 2023 had been distributed in the Board papers. The brief and minutes were NOTED by the Board.

15. Medical and Dental Appointments Advisory Committee meeting report

A brief from the meeting held on 23 May 2023 had been distributed in the Board papers. The brief was NOTED by the Board.

Mr Bob Hawes left the meeting at 1:30pm.

16. Audit and Risk Management Committee meeting minutes

There were no papers for this meeting.

17. District Clinical Council Committee meeting minutes

There were no papers for this meeting.

18. Community and Patient Partnership Committee minutes

There were no papers for this meeting.

It was CONFIRMED that Dr Kirsten Molloy will be the new Chair of the Community and Patient Partnership Committee.

19. Aboriginal Health Committee minutes

A brief and minutes from the meeting held on 17 May 2023 had been distributed in the Board papers. The brief and minutes were NOTED by the Board.

20. Sustainability Committee minutes

There were no papers for this meeting.

21. Allied Health Rural Generalist Program

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

22. Training of employees in relation to Trauma Informed Care

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

23. Update on District excessive annual leave

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

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