

**Nepean Blue Mountains Local Health District
Board Meeting**

DATE: 15 September 2021 TIME: 4.00pm – 6.30 pm

VENUE: VIA SKYPE

MINUTES

Attendees: (P) Present (A) Apology (Ab) Absent (Nr) Not Required

BOARD MEMBERS			
The Hon. Peter Collins, AM QC (Chair)	P	Mr Robert Lagaida <i>(via Skype)</i>	P
Mr Murray Austin <i>(via Skype)</i>	P	Dr Peta Seaton, AM <i>(via Skype)</i>	P
Associate Professor Stephen Fuller <i>(via Skype)</i>	P	Dr Nhi Nguyen <i>(via Skype)</i>	P
Professor Ian Seppelt <i>(via Skype)</i>	P	Dr Linda McQueen <i>(via Skype)</i>	P
Ms Kath Skinner <i>(via Skype)</i>	P	Mr Gary Smith <i>(via Skype)</i>	P
Mr Clarke Scott <i>(via Skype)</i>	P		
NBMLHD EXECUTIVE & STAFF			
Ms Kay Hyman, Chief Executive	P	Mr Brett Williams, Director Hospital Services <i>(via Skype)</i>	Nr
Ms Jacqui Clark, Director People & Culture <i>(via Skype)</i>	Nr	Ms Julie Williams, Director Nursing & Midwifery <i>(via Skype)</i>	Nr
Mr Steven Black, A/Director Finance & Corporate Services <i>(via Skype)</i>	Nr	Dr Karen Arblaster, Director Allied Health, Research & Strategic Partnerships <i>(via Skype)</i>	Nr
Ms Rasha Kiswani, Director Planning <i>(via Skype)</i>	Nr	Ms Debbie Wyburd, Director Clinical Governance <i>(via Skype)</i>	Nr
Mr Paul Grocott, A/Director Media & Communications <i>(via Skype)</i>	Nr	Ms Cathy Crowe, Director Community & Integration <i>(via Skype)</i>	Nr
MEDICAL STAFF COUNCIL & JUNIOR MEDICAL STAFF REPRESENTATIVES			
Dr Eddy Fischer, Chair, Nepean Medical Staff Council <i>(via Skype)</i>	P	Dr Jim Kalantar, Chair Blue Mountains Medical Staff Council	Ab
Dr Daniel Pellen, Mental Health Medical Staff Council <i>(via Skype)</i>	P		
WENTWORTH HEALTHCARE LIMITED (Primary Health Network)			
Ms Lizz Reay <i>(via Skype)</i>	Nr		

1. OPENING AND ACKNOWLEDGEMENT OF COUNTRY

The Chair opened and welcomed attendees to the Nepean Blue Mountains Local Health District (NBMLHD) Board meeting. Nil apologies were noted.

2. FEEDBACK FROM MEDICAL STAFF COUNCIL

The Chair welcome the Medical Staff Council representatives to the meeting and asked for their respective reports.

2.1 Nepean Medical Staff Council

Dr Fischer reported on behalf of Nepean Medical Staff Council, with no particular items to raise. The Chair thanked Dr Fischer for the invitation to Nepean Medical Staff Council which he and the Chief Executive will attend on 21 September 2021.

2.2 Blue Mountains Springwood Medical Staff Council

Nil report.

2.3 Mental Health Medical Staff Council

Dr Pellen reported on behalf of the Mental Health Medical Staff Council. Dr Pellen stated that Mental Health are working toward moving back to business as usual. Dr Pellen raised concern regarding the number of registrars for the Mental Health Service, which is acknowledged as an issue which is broader than NBMLHD.

3. DECLARATION OF CONFLICTS OF INTEREST

The Chair asked members to advise any changes to the conflicts of interest register. Nil were noted.

4. MINUTES OF PREVIOUS MINUTES

Minutes of the meeting on Wednesday, 18 August 2021 were accepted as a true and accurate record of the meeting.

Moved: Dr Seaton

Seconded: Mr Smith

Action: Endorsed by the NBMLHD Board.

5. CHAIRMAN'S REPORT

The Chair brought attention to the recent media article in the Daily Telegraph on Saturday, 11 September. The article was about hospital in the home programs and referenced Nepean Hospital. Members held discussion on the role of HITH and how the program alleviates demands on the hospital system. Dr McQueen suggested that General Practitioners can provide medical treatment to lower acuity patients to reduce the demand on the HITH program. Mr Smith brought attention to the importance of Primary Care and how these resources could

be more effective. Members agreed the role of Primary Care in out of hospital services for COVID-19 be discussed at the next Integrated Care Board Sub-Committee meeting.

Action: Agenda Item for next Integrated Care Joint Board's Sub-Committee: The role of primary care in the management of COVID-19 patients out of hospital.

Dr Nguyen provided members with an update on her recent media appearances and her role as the Clinical Director, Intensive Care NSW and Clinical advisor to Intensive Care Operations Team in State Health Emergency Operations Centre. Members noted that Dr Nguyen is a member of the Agency Clinical Innovation – System Pandemic Planning Governance Steering Committee. Dr Nguyen reported that the Steering Committee collaborates with agencies across the world on their experience with COVID-19 and the after effects. Dr Nguyen highlighted that the key driver to an effective health service is the collaboration between community care, general practitioners and the health system overall. Members were advised of the activity post COVID-19 and the real implications of catch up after the Pandemic.

Dr Nguyen brought attention to the importance of staff well-being and how the information shared from colleagues in Canada and England can inform our next steps moving into the future. Members were advised that the highest demand from COVID-19 is currently being experienced by Nepean, Liverpool and Westmead Hospitals. Members noted that these facilities do not have the same private infrastructure support system in close proximity as some hospitals in other parts of the metropolitan area.

6. CHIEF EXECUTIVE REPORT

Members noted the Chief Executive report for the month of September 2021. The Chief Executive brought attention to the following:

Healthy People and Communities

COVID-19 Update

The Chief Executive highlighted the very positive comments received following Dr Nguyen and Dr Lucy Morgan's appearances at the Premier's daily press conference.

Members were provided with an update on COVID-19 cases in hospital, Intensive Care, HITH, the number of RACFs with positive cases and other COVID-19 activities.

Vaccination

The Chief Executive reported that the District role is moving to focus on areas where the vaccination rate is lower and priority populations. This is important given that primary care (General Practice and Pharmacies) are now receiving more vaccine than LHDs and will provide the majority of community vaccinations ongoing.

Lithgow Community Private (LCP)

The Chief Executive provided an update on the negotiations with Lithgow Community Private. Members noted that the LCP Chief Executive has resigned. Ongoing discussions still to occur.

Exceptional Patient and Consumer Experiences and Outcomes

System Capacity and Planning

The Chief Executive reported on the NSW Health COVID-19 Projection Report. Members were advised that NBMLHD projected numbers have reduced but the District will plan for the higher number given the current volatility of projections.

Residential Aged Care Facilities (RACFs)

Members were advised that three additional RACFs are currently under surveillance due to a positive COVID-19 case. This takes the total to eight RACFs.

Park Avenue Kingswood

The Chief Executive reported on the COVID-19 outbreak and health response to a unit block on Park Avenue Kingswood.

RU OK? Day, Thursday 9 September

The Chief Executive brought attention to Mrs Melissa McIntosh, MP live stream on RU OK? Day with Mr Matt Russell, Director Mental Health NBMLHD. The Chief Executive highlighted that during the current times this was a welcome message in the community.

Talented, Happy and Engaged Workforce

Staff Vaccination

Members were provided with a COVID-19 Vaccination Compliance Report. The Chief Executive stated that any staff who are not vaccinated by 30 September will not be able to work at any NSW Health Service or in the private sector. Members noted that NSW Health have provided standard communication that will be issued to those staff who are non-compliant. Members were advised that the Australian Immunisation Register provides the source of truth and that to date 84% of staff are fully vaccinated and 93% of staff have had their first dose.

Mr Austin inquired on the support that the District offers to those smaller facilities who will be unable to cope with the COVID-19 demand. The Chief Executive stated that Hawkesbury Hospital have access to all LHD resources and participate in the District's Incident Management Team. Dr Seaton brought attention to those Universities who can bring forward academic programs. Prof Fuller responded that the University of Sydney offers the Assistant in Medicine Program which provides 21 FTE for NBMLHD. There is also capacity for medical students to help with swabbing and contract tracing.

Action: Chief Executive to provide report on additional resources.

Safework

The Chief Executive reported that those staff who have been identified as COVID-19 positive from workplace exposure have been reported to Safework as required.

Junior Medical Officer (JMO) Workforce Team

The Chief Executive reported that the JMO Workforce team continues to provide excellent support to the JMO workforce. Members were advised that Ms Kuipers, JMO Manager has won the Health Education Training Institute (HETI) Judy Muller Award (previously known as the JMO Manager of the Year). Members noted that this recognition is deserved and recognises the Ms Kuipers' great work.

Action: Chair to write letter of congratulations.

Visiting Medical Officer (VMO) Quinquennium Appointments

The Chief Executive noted that the VMO Quinquennial appointment process remains on schedule.

Hub for Research and Innovation

Celestino Dementia Research Facility

The Chief Executive reported on the meeting with Celestino regarding the Giovanna Baiada Dementia Treatment and Innovation Institute. Members were advised of the positive feedback and that the full proposal will be submitted to Celestino within three months.

Responsible Governance and Financial Management

Full Year Forecast

The Chief Executive reported that it is anticipated the full year forecast will be \$45M unfavourable. Members were advised of the work to date and consultation process with NSW Health.

Section B - Appendices

Staff COVID-19 Vaccination Compliance Report and LHD Comparison Table

For information.

NBMBRIEF21/1202 Annual Attestation Statement Clinical Governance Framework

The Chief Executive reported that the attached Annual Attestation Statement and Clinical Governance Framework has been submitted for endorsement.

Action: Endorsed by the NBMLHD Board.

HPRM 21/73354 Risk Appetite Statement

The Chief Executive reported that the attached Risk Appetite Statement, highlighting that the mandatory vaccination of staff is covered in the zero tolerance for avoidable health and safety issues. Members asked for the following to be considered:

- High appetite for Research.
- High appetite for positive media opportunities.

Mr Lagaida reported that the Audit & Risk Committee would review and revise the Risk Appetite Statement in 2022.

Action: Endorsed by the NBMLHD Board.

Mountains Media

The Chief Executive reported that the District have engaged Mr Phil Davey from Mountains Media to work in collaboration with our Media & Communications. The collaboration will provide an opportunity to assist our Corporate Communications on stories that can raise our

profile for Research and positive news stories.

Construction Update – September 2021

The Chief Executive reported that the attached construction report is provided for information.

The Chief Executive brought attention to preparation that is required moving into the opening of the Stage 1 tower. Members noted that consideration needs to be given to services moving into the Tower and how this will be facilitated over the summer period with staff who will need a well-earned rest over summer. The Chief Executive stated that a paper will be provided at the October Board meeting for items that need to be considered for Stage 1 Opening.

Action: Paper to be submitted for October Board meeting.

Section C

NBMLHD KPIs by Directorate

For information.

NBMLHD Emergency Department - Elective Surgery and Hub Performance

For information.

Media & Communications Board Report July and August 2021

For information.

7. NBMLHD RESEARCH & EDUCATION FOUNDATION

Nil report.

8. WORK, HEALTH & SAFETY

8.1 Board Members' Advice to NBMLHD Executive

Nil report.

8.2 NBMLHD Executives' Advice to Board

Nil report.

9. ACTION SHEET

9.1 Report on Surgery deferred Category 2 and 3 cases

The Chief Executive reported that Surgery Category 2 and 3 deferred case numbers have been provided for information.

10. CORRESPONDENCE IN

10.1 HPRM 21/77072 Letter to the Hon. Peter Collins AM QC regarding request for a COVID

19 Vaccination Hub in St Marys

10.2 HPRM 21/77866 Email to Dr Nhi Nguyen regarding recent press conference appearance on 6 September 2021 (copy to the NBMLHD Board)

The Chair advised that the 'correspondence in' is for noting.

11. CORRESPONDENCE OUT

11.1 HPRM 21/77645 Response to Penrith City Council regarding COVID-19 Vaccination Hub at St Marys

11.2 HPRM 21/77871 Thank you letter to Ms Jill Marjoram for her service to Nepean Blue Mountains Local Health District on her retirement

The Chair advised that the 'correspondence out is for noting.

12. COMMITTEE REPORTS

The Chair reported that for the month of September the majority of Board Sub Committee has been deferred.

12.1 Aboriginal Health

Nil meeting.

12.2 Audit & Risk Committee

Mr Lagaida reported that the Audit & Risk Committee met virtually on Wednesday, 8 September 2021 to review the NBMLHD Financial Statements. Members were advised that the NSW Audit Office has approved the District Statements.

12.3 Finance & Performance

Mr Lagaida reported that the Finance & Performance Committee meeting will be held on Monday, 20 September. Reports will be provided on the NBMLHD Board portal.

12.4 Health Care Quality Committee (HCQC)

Ms Skinner reported that HCQC held a meeting on 1 September 2021. Members were advised data was unavailable for the September meeting.

12.5 Medical & Dental Staff Appointments Advisory Committee (MDAAC)

Prof Fuller reported that the Medical & Dental Staff Appointments Advisory Committee minutes are attached for information.

12.6 Integrated Care

Nil meeting.

12.7 Research

Nil meeting.

12.8 Strategy & Planning

Nil meeting.

14.9 Workforce & Culture

Nil meeting.

14.10 Work, Health & Safety

Nil meeting.

14 BUSINESS WITHOUT NOTICE

Nil business without notice.

15 FOR INFORMATION ONLY

The meeting closed at 5.28 pm.

16 NEXT MEETING

Date: Wednesday, 20 October 2021

Time: 4.00pm – 6.30pm

Venue: To be confirmed

Nepean Blue Mountains Local Health Board Minutes 15 September 2021.



The Hon. Peter Collins, AM, QC.

Date: 20 /10 / 2021