

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

DATE: 16 June 2021 TIME: 4.00pm – 6.30 pm

VENUE: Warragamba Executive Boardroom,
Level 6 Station Street Penrith

MINUTES

Attendees: (P) Present (A) Apology (Ab) Absent

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

Ms Lizz Reay (via Skype)	P		
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1. OPENING AND ACKNOWLEDGEMENT OF COUNTRY

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

2. WENTWORTH HEALTHCARE LIMITED (PRIMARY HEALTH NETWORK)

Ms Reay provided members with an update on behalf of the Nepean Blue Mountains Primary Health Network and highlighted the following:

- GP COVID-19 Vaccination roll out. Members were advised that Pfizer is now available through some GP services.
- COVID-19 Vaccination in the Disability sector and Residential Aged Care Facilities.
- Collaborative Commissioning initiative
- Joint Integrated Care Committee meeting
- Federal Budget items - Aged Care and Mental Health

3. FEEDBACK FROM MEDICAL STAFF COUNCIL

3.1 Nepean Medical Staff Council

Dr Mallows reported on behalf of Nepean Medical Staff Council. Members held discussion on the ongoing demand of medical staff especially to ensure that the District meets the 000 target for elective surgery. Prof Seppelt highlighted how staff continue to manage high demands for services.

3.2 Blue Mountains Springwood Medical Staff Council

Dr Prineas reported on behalf of the Blue Mountains District ANZAC Memorial Hospital (BMDAMH) Medical Staff Council. Members were advised that Dr Kalantar and Dr Prineas have a meeting scheduled with the Minister for Health, the Hon. Brad Hazzard MP to discuss the single hospital in the Blue Mountains.

3.3 Mental Health Medical Staff Council

Dr Pellen reported on behalf of the Mental Health Medical Staff Council. Members were advised of the following:

- Recruitment of 3 Fellows to Mental Health
- Continuing Mental Health Service demand
- Tele psychiatry

4. DECLARATION OF CONFLICTS OF INTEREST

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

5. MINUTES OF PREVIOUS MINUTES

Minutes of the meeting on Wednesday, 19 May 2021 were accepted as a true and accurate record of the meeting.

Moved: Mr Grassi

Seconded: Prof Seppelt

Action: Endorsed by the NBMLHD Board.

6. CHAIRMAN'S REPORT

The Chair advised that during a recent meeting with the NSW Premier, the Hon. Gladys Berejiklian he touched on the need for a single hospital in the Blue Mountains.

Retiring NBMLHD Board members

The Chair brought attention to Mr Gregory Allchin and Mr Joseph Grassi whose terms as Board members will be expiring on 30 June 2021. The Chair thanked Mr Allchin and Mr Grassi for their commitment to the District. Members were advised an official function will be organised in honour of Mr Allchin and Mr Grassi. The Chair reported that Mr Grassi has been appointed as Chair, NBMLHD Research & Education Foundation and Mr Allchin has been appointed as Chair, The Quarter.

7. CHIEF EXECUTIVE REPORT

Patient Story

The Chief Executive reported on a recent letter from Mr Richards who wrote to the Hon. Stuart Ayres, MP. The letter acknowledged and identified exemplary and outstanding service provided by Nepean Hospital ante-natal ward and in particular staff who cared for their needs during the loss of a child and also the birth of twins.

The letter highlighted that care, kindness and quality service is demonstrated on a daily basis. Members were advised that the Chief Executive has contacted Mr Richards to advise that the midwife has been recommended for the NSW Health - Consumer Nomination for Nursing & Midwifery Award.

The Chief Executive reported that the District is reviewing the feedback portal to ensure 'all feedback' is received. Mr Smith brought attention to real time feedback and was advised that NSW Health are currently reviewing products to allow for real time feedback.

Action: Chair to write to Mr Richards to express appreciation for taking the time to acknowledge their experience. Copy to be sent to the NSW Minister for Health.

Members noted the Chief Executive Report for the month of June 2021. The Chief Executive highlighted the following:

Healthy People and Communities

COVID-19 update

The Chief Executive reported on the current status of COVID-19 across NSW.

Residential Aged Care Facilities (RACF)

Members noted that all RACF across NBMLHD region have completed two doses of COVID-19 vaccination. RACF staff are utilising the NBMLHD vaccination hub.

Elective Surgery

The Chief Executive reported that NBMLHD remains on track to achieve triple zero Elective Surgery target by 30 June. Members were advised of the need for more focused management of elective surgeries at Hawkesbury Hospital. The Chief Executive acknowledged Prof Mohamed Khadra and Michelle Anderson for their ongoing support and implementation of systems and processes to ensure effective management of elective surgery waiting lists.

Vaccination Program

The Chief Executive reported that the NBMLHD Hub is now vaccinating more than 2K people per week.

Members noted that the Vaccination Hub has requested to extend the hours of operation – during the week and on Sundays. Members noted that the Olympic Park Hub is closed on Sundays. Mr Smith brought attention to cancellations or failure to attend. The Chief Executive reported that the Hub has had a good uptake to date. Dr Nguyen asked if data was available on vaccination rates for the LHD's population. Reporting data is unavailable at this time.

Lithgow Community Private

The Chief Executive reported that Mr Lagaida and Mr Smith will be meeting with Lithgow Community Private on 1 July 2021.

Greater Sydney Planning Awards

The Chief Executive reported that NBMLHD has submitted our Sustainability Plan to the Greater Sydney Planning Awards. The Chief Executive emphasised that submitting this award allows NBMLHD to showcase our work to our community and potentially develop partnerships, whilst sharing innovation. Members noted that staff have received an invitation to the Award evening.

Australian Commission on Safety and Quality in Health Care – Fourth Australian Atlas of Healthcare Variation

The Chief Executive reported that attached summary is provided for information. The full report can be found on the NBMLHD Board portal.

Exceptional Patient and Consumer Experiences and Outcomes

System Capacity – local and beyond

The Chief Executive reported that the performance deterioration of Transfer of Care and Emergency Treatment Performance is being experienced locally, throughout NSW and the country.

The Chief Executive reported that it is not unusual for this time of year to have surge capacity (extra beds) open, averaging 20 beds. Despite extra measures and additional beds the District is running close to 100% capacity. The Chief Executive reported on the new daily Discharge Report sent to NSW Health at the end of each day.

Prof Seppelt highlighted that it is imperative to receive additional funding for the Stage One

completion. Dr McQueen raised concern about delays in discharges due to services not being available in the home.

The Chief Executive stated that the Open Day scheduled prior to the Stage One Tower opening is an opportunity to educate the community on care provided in a Hospital setting. Members were reminded that there has been increases in General Practitioners, Pharmacies and other health care providers are available out of hours to meet the needs of the community.

Talented, Happy and Engaged Workforce

Influenza Vaccination

The Chief Executive reported on the District Staff Influenza Vaccination and that since writing the report the Vaccination Program has delivered 3050 Influenza vaccinations to date.

Director Planning, Redevelopment and PMO

The Chief Executive reported that Ms Rasha Kisswani has resigned and will be relocating back to Canada in September 2021. The Board extended their gratitude for Ms Kisswani's ongoing dedication during her employment at NBMLHD.

Responsible Governance and Financial Management

Mr Austin arrived at 5.16pm.

May result

The Chief Executive reported on the District May result.

2021/22 Service Agreement Negotiations

The Chief Executive provided an extensive report on the Service Agreement negotiations with NSW Health. Members were advised that the District has sent correspondence to NSW Health outlining concerns. Members noted that NSW Health has advised that the Nepean Redevelopment funding will be separate to the Service Agreement Negotiations and will be received at a later date. The Chief Executive reported that the Ministry has indicated that there will be a one off payment designed to address additional costs relating to increased building size / systems.

The Chief Executive outlined what will be required to successfully open the Stage One tower with services. Members held extensive discussion on the NSW Budget and how it is distributed. Mr Lagaida highlighted that NBMLHD is one of the most efficient Districts across the State. The Chair stated that it is imperative to have a clear and concise message that highlights our needs moving into the future. The Chair reported that the District needs to lobby for the needs of the growing community.

Action: Chair to write to Secretary, NSW Health regarding the 2021/22 Budget allocation to Nepean Blue Mountains Local Health District and the needs for the growing population.

Hawkesbury District Health Service (HDHS) Contract

The Chief Executive reported on the Paxton review recommendation. Members noted that the Secretary, NSW Health has written to St John of God HealthCare seeking clarification on messages received by NSW Health. For information.

Nepean Hospital and Integrated Ambulatory Services Redevelopment Report

Nepean Redevelopment Executive Steering Committee

The Chief Executive provided a presentation on the Nepean Redevelopment. Members noted:

- Final Business Case Scope
- Stage One update
- Stage One stimulus key works update
- Work, Health & Safety
- Aboriginal participation
- Main works construction completion
- Key risks and mitigation
- Stage One progress
- Stage Two update
- Child and Adolescent Mental Health
- Community Health
- HealthOne and MRI Lithgow

Section B - Appendices

The Fourth Australian Atlas of Healthcare Variation 2021 (summary report with maps)

For information.

Construction Update

For information

Section C

NBMLHD KPIs by Directorate

For information.

NBMLHD Emergency Department - Elective Surgery and Hub Performance

For information.

NSW Health League Table – April 2021

For information.

Surgery Dashboard – April 2021

For information.

Media & Communications Board Report February 2021

For information.

8. NBMLHD RESEARCH & EDUCATION FOUNDATION

Mr Grassi reported on behalf of the NBMLHD Research & Education Foundation. Members were advised that the Foundation is working on its logo and website.

9. WORK, HEALTH & SAFETY

9.1 Board Members' Advice to NBMLHD Executive

Nil report.

9.2 NBMLHD Executives' Advice to Board

Nil report.

10. ACTION SHEET

10.1 Mental Health – options for classifications of Triage Assessment Centre (TAC) Activity

The Chief Executive reported that the attached letter to NSW Health regarding classifications for TAC activity is for information.

11. CORRESPONDENCE IN

11.1 HPRM 21/59795 Letter to the Chief Executive regarding the Hon. Stuart Ayres, MP – private members statement in Parliament to recognize the members of Nepean Blue Mountains Local Health District and their commitment to the community

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

12. CORRESPONDENCE OUT

12.1 HPRM 21/52357 Letter to Eddy Fischer regarding resignation from Director Prevocational Education Training role – thank you from the Board

12.2 HPRM 21/59485 Letter to Primary Care & Community Health – thank you from the Board for the presentation and tour on Wednesday, 19 May 2021

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

13. COMMITTEE REPORTS

13.1 Aboriginal Health

Mr Scott reported that the Aboriginal Health meeting was held on Tuesday, 15 June. Report will be provided to the July Board meeting.

13.2 Audit & Risk Committee

Mr Lagaida reported that the Audit & Risk Committee meeting is scheduled on 17 June.

13.3 Clinical Services Strategic Development

Members noted the attached Clinical Services Strategic Development Committee Quadrant report.

13.3.1 Clinical Services Strategic Planning Development – Draft Terms of Reference

Members were provided with an updated Draft Term of Reference for endorsement. Ms Kisswani highlighted that the new terms of reference note the Committee change of name to Strategy and Planning Committee.

Action: Endorsed by the NBMLHD Board.

13.3.2 Clinical Services Strategic Planning Development – sub-committee report

Members were advised this report has been deferred to August 2021.

13.4 Finance & Performance

Members were advised that the Finance & Performance Committee meeting will be held on Monday, 21 June. Reports will be available on the NBMLHD Board portal.

13.4.1 HPRM 21/54234 Finance & Performance Committee – Terms of Reference

Mr Grassi reported that the attached terms of reference if provided for endorsement.

Action: Endorsed by the NBMLHD Board.

13.5 Health Care Quality Committee (HCQC)

Members noted the attached Health Care Quality Committee Report.

13.6 Medical & Dental Staff Appointments Advisory Committee (MDAAC)

Mr Allchin reported that the Medical & Dental Staff Appointments Advisory Committee minutes are attached for information. Mr Allchin stated that the Committee will be provided two sets of minutes for information.

13.6.1 NBMLHD Quinquennium minutes from 2 June 2021

Mr Allchin reported that the minutes are attached for information.

13.7 Integrated Care

Mr Smith reported that the attached Integrated Care Quadrant report is for information.

13.7.1 NBMBRIEF21/792 Proposed Joint Integrated Care Activities for 2021-2022

Mr Smith reported that the District in conjunction with the Primary Health Network have been successfully identified for Collaborative Commissioning funding of \$2.2M from NSW Health.

Members noted that the attached brief highlights activities and it is recommended that the Board endorse the additional joint priority areas which include:

- Hospital in the Home Integration
- COVID-19 vaccination
- Healthcare Neighbourhoods
- Disaster Management
- Aboriginal Health Care

Moved: Mr Smith

Seconded: Mr Grassi

Action: Endorsed by the NBMLHD Board.

13.8 Research

Mr Austin reported that the Research Committee meeting was held on 10 June. Quadrant report will be available at July Board meeting.

13.9 Workforce & Culture

Members noted that the next Workforce & Culture meeting is scheduled on 27 July.

13.10 Work, Health & Safety

Members noted that the next Work, Health & Safety meeting is scheduled on 27 July.

14 BUSINESS WITHOUT NOTICE

Nil.

15 FOR INFORMATION ONLY

The meeting closed at pm.

16 NEXT MEETING

Date: Wednesday, 21 July 2021
Time: 4.00pm – 6.30pm
Venue: ICET West Block, Nepean Hospital

Nepean Blue Mountains Local Health Board Minutes 16 June 2021.



The Hon. Peter Collins, AM, QC.

Date: 21 / 07 / 2021