

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

DATE: 17 November 2021 TIME: 4.00pm – 6.30 pm
VENUE: Warragamba Executive Boardroom, Station Street

MINUTES

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

BOARD MEMBERS			
The Hon. Peter Collins, AM QC (Chair)	P	Mr Robert Lagaida	P
Mr Murray Austin	P	Dr Peta Seaton, AM	P
Associate Professor Stephen Fuller	P	Dr Nhi Nguyen	P
Professor Ian Seppelt	P	Dr Linda McQueen	P
Ms Kath Skinner <i>(via Skype)</i>	A	Mr Gary Smith	P
Mr Clarke Scott	A		
NBMLHD EXECUTIVE & STAFF			
Ms Kay Hyman, Chief Executive	P	Mr Brett Williams, Director Hospital Services <i>(via Skype)</i>	P
Ms Jacqui Clark, Director People & Culture <i>(via Skype)</i>	P	Ms Julie Williams, Director Nursing & Midwifery <i>(via Skype)</i>	P
Mr Luke Bellman, A/Director Finance & Corporate Services <i>(via Skype)</i>	A	Dr Karen Arblaster, Director Allied Health, Research & Strategic Partnerships <i>(via Skype)</i>	P
Ms Eloise Milthorpe, A/Director Planning <i>(via Skype)</i>	A	Ms Debbie Wyburd, Director Clinical Governance <i>(via Skype)</i>	P
Mr Paul Grocott, A/Director Media & Communications <i>(via Skype)</i>	P	Ms Cathy Crowe, Director Community & Integration <i>(via Skype)</i>	P
Prof Mohamed Khadra, Director Strategy & Innovation	P		
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	P
Dr Daniel Pellen, Mental Health Medical Staff Council <i>(via Skype)</i>	P	Dr David Khaicy, Senior Registrar	P
WENTWORTH HEALTHCARE LIMITED (Primary Health Network)			
Ms Lizz Reay <i>(via Skype)</i>	A		

1. OPENING AND ACKNOWLEDGEMENT OF COUNTRY

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

2. Wentworth Healthcare Limited (Primary Health Network)

Nil report.

3. Presentation – Nepean Hospital’s response to the COVID-19 Pandemic

Dr Peter Flynn presented a comprehensive overview of the Nepean Hospital’s response to the COVID-19 pandemic – third wave of the Delta virus.

Members were advised of the following:

- Case Modelling
- Number of COVID patients in Nepean Hospital including the Intensive Care, wards and Hospital in the Home (HITH)
- Collaboration with the Sax Institute Modellers
- Preparation by staff
- Staff exposures

Members were advised of the volume of patients, challenges that were overcome and overall commitment by all staff at Nepean Hospital.

4. FEEDBACK FROM MEDICAL STAFF COUNCIL

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

3.1 Nepean Medical Staff Council

Dr Fischer reported on behalf of Nepean Medical Staff Council. Members were advised that the Nepean Medical Staff Council will be holding their Annual General Meeting on 30 November. MSC Executive roles for 2022 will be announced in December.

3.2 Blue Mountains Springwood Medical Staff Council

Dr Kalantar reported on behalf of the Blue Mountains Springwood Medical Staff Council. Members were advised that Blue Mountains District ANZAC Memorial Hospital are working toward a greater capacity for outpatient services.

3.3 Mental Health Medical Staff Council

Dr Pellen reported on behalf of the Mental Health Medical Staff Council and highlighted that the Medical Staff Council are concerned regarding:

- Lower COVID-19 vaccination rates for Mental Health clients.
- Access to Mental Health Intensive Care beds.

Dr McQueen highlighted that Mental Health clients in General Practice are targeted as a vulnerable group and as such more attention is given to their care plan. Dr Arblaster reported on work that is currently being finalised for all vulnerable groups to ensure that they have better

access to the inpatient vaccination process. Members were advised that the District is working toward a vaccination strategy for any groups who have lower vaccination rates.

5. DECLARATION OF CONFLICTS OF INTEREST

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

6. MINUTES OF PREVIOUS MINUTES

Minutes of the meeting on Wednesday, 20 October 2021 were accepted as a true and accurate record of the meeting with a minor change regarding leading better value care.

Moved: Dr Seaton
Seconded: Mr Lagaida

Action: Endorsed by the NBMLHD Board.

7. CHAIRMAN'S REPORT

The Chair brought attention to the work by Nepean Blue Mountains Local Health District and those key staff who have been on the forefront of the Delta response.

The Chair highlighted that we should document local strategies for future reference. Dr Nguyen stated that these key initiatives could be incorporated into the next Annual Report highlighting lessons that were learnt by the experience. Members held discussion on future pandemics. Dr Seaton suggested that a public health master's student may be available to support this activity.

Action: Prof Fuller to discuss with University of Sydney Public Health and report back to the Board.

Dr Nguyen highlighted that due to the demands during the response to COVID-19, many staff are fatigued and burn out. The Chair highlighted that it would be beneficial to ask staff to respond to a brief questionnaire, which outlines their thoughts, observations, and or suggestions.

Meeting with Minister for Jobs, Investment, Tourism & Western Sydney

The Chair reported on a meeting held with the Hon. Stuart Ayres, MP and stated that the agenda covered several items. The Minister continues to advocate for the future of quality health services to the community of Nepean Blue Mountains Local Health District.

8. CHIEF EXECUTIVE REPORT

Members noted the Chief Executive report for the month of November 2021.

The Chief Executive brought attention to the following:

Healthy People and Communities

COVID-19 Update

The Chief Executive provided members with an update on COVID-19 for the District.

Vaccination

The Chief Executive reported that all local government areas have now reached over 90% double vaccination rates. Members noted that discussion has been held with Lithgow Council to ascertain a location for an outreach vaccination service for the people of Lithgow.

The Chief Executive reported there have been 895 booster vaccinations delivered. The booster vaccinations should increase significantly from next week as more staff become eligible. Residential Aged Care Facilities boosters are being provided by the Commonwealth in conjunction with PHNs.

The Chief Executive noted the concern raised with regard to Mental Health consumers and advised that the District is working to increase vaccination for all vulnerable population groups.

Members were advised of recent media attention at a local High School while the Vaccination Program staff were in attendance. The Chief Executive stated that protestors (who were not LHD residents) were removed from the site by Police.

Exceptional Patient and Consumer Experiences and Outcomes

Return to Elective Surgery

The Chief Executive reported that plans are in place to increase Elective Surgery to 100% of pre-COVID activity from 8 December.

System Capacity

The Chief Executive brought attention to the NSW Health Emergency Treatment performance and the work to improve the response times.

1,000th Robotic Case

Members were advised that NBMLHD has completed 1,000 Robotic Surgeries since commissioning the first surgical robot in a NSW Public Hospital in 2012. The Chief Executive highlighted the excellent outcomes from Robotic surgery noting that our staff have trained a large number of robotic surgeons.

Education and Training Staff Innovation

The Chief Executive reported that the 'Purple Vest' educators continue to provide clinical education, support, and wellness advice to our staff during the Delta response.

Royal Australasian College of Surgeons – General Surgery

The Chief Executive reported on a recent Quinquennial Royal Australasian College of Surgeons Accreditation visit at Nepean Hospital. The purpose of the visit was to review the Department of General Surgery. Staff were provided with a very positive report.

Basic Physician Trainee Examination

The Chief Executive highlighted that the past year has been an extremely difficult time for Basic Physician Trainees sitting examinations. Despite restrictions students were able to practice long and short cases. Members were advised that our candidates achieved an 81% pass rate, a great outcome for the group. Thanks to all Physicians who assisted in providing training.

Recognition of NBMLHD Innovation in Preparing Patients for Surgery

Members were advised that the Nepean Hospital Allied Health Pre-operative Exercise and Prehabilitation Program (PrEPP) multidisciplinary team have been recognised by NSW Agency Clinical Innovation (ACI) Surgical Services Taskforce as an exemplar site for surgical prehabilitation. The Chief Executive reported that ACI will develop case studies based on exemplar models such as PrEPP to inform pilot programs for prehabilitation for elective surgery throughout NSW.

NBMLHD Aboriginal Health Unit contribution to ACI Toolkit: Working Together with Aboriginal Communities

The Chief Executive reported that Ms Fusitu'a, Aboriginal Strategic Development Officer has played a key role in the development of the new Working Together with Aboriginal Communities co-design toolkit. The toolkit brings Aboriginal ways of being, knowing and doing to the forefront of the co-design process, supporting a process of creating and innovating through culture.

Bureau of Health Information (BHI) Reports

The Chief Executive stated that BHI have released their Adult Admitted Patients and Cancer Outpatients survey. NBMLHD results were improved from earlier reports, particularly for the Cancer Outpatient survey which is a credit to Dr Stevanovic's leadership and team.

Talented, Happy and Engaged Workforce

People Matters Employee Survey (PMES)

The Chief Executive provided members with the NBMLHD results from the PMES survey.

Responsible Governance and Financial Management

Year to Date (YTD) October Result

The Chief Executive reported on the YTD October result. Members were advised of the COVID related expenses, business as usual activity and activity for Nepean Redevelopment. The Chief Executive reported on recent discussion with NSW Health.

Daly Review

The Chief Executive reported on the Review by Mr Matthew Daly on behalf of NSW Health. Members noted that Part 1 has been provided with Part 2 anticipated in the near future.

Mr Lagaida highlighted that the Finance & Performance Committee will continue to monitor the Districts' financial performance. Mr Lagaida brought attention to the efficiencies and that the cost per NWAU continues below the State average. Members held discussion on the highly anticipated "Great Resignation" currently being experienced overseas in countries

significantly impacted by COVID.

Dr Nguyen brought attention to the importance of coding and capturing activity correctly and the benefit of a clinical coder working with medical staff within the clinical space to ensure all costs are captured.

Action: Chief Executive to consider Clinical Coders returning to work alongside clinical teams and provide timeline for this.

Nepean Hospital and Integrated Ambulatory Service Redevelopment Report

The Chief Executive reported that the Nepean Hospital Stage 1 Tower will officially be handed over to the District on 15 February 2022 and Go Live on 10 May 2022. Members were advised that Nepean Redevelopment Stage 2 Business Case has been submitted to NSW Health for final review.

Section B – Appendices

People Matters Employee Survey

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 Ministry of Health League Table – September 2021

For information.

Enterprise Risk Management Report – November 2021

For information.

Media & Communications Board Report October 2021

For information.

9. NEPEAN FOUNDATION

The Chief Executive provided members with an update from Mr Greg Allchin. The Nepean Foundation - Annual General Meeting was held in October. Members noted the following:

- Mr Joseph Grassi was elected as Chairperson / Treasurer
- Mrs Caroline Orde elected as Company Secretary

- Board members include Prof Nanan, Mr Austin, Prof Seppelt, Mr Allchin and Dr Choon Lee as an advisor to the Board.
- The name of the Foundation has been abbreviated as “Nepean Foundation” with a new logo
- Board meeting of the Foundation will be held monthly
- Newly appointed member Mrs Jennine Leonarder-Collins

The Chief Executive reported that the Foundation is working toward a fundraising event on 14 February 2022.

10. WORK, HEALTH & SAFETY

10.1 Board Members’ Advice to NBMLHD Executive

Nil report.

10.2 NBMLHD Executives’ Advice to Board

Nil report.

11. ACTION SHEET

Nil report.

12. CORRESPONDENCE IN

12.1 CM 21/91470 – Letter to the Chair NBMLHD Board regarding deletion of position in Primary Care & Community Health

The Chief Executive provided members with background on the Primary Care Community Health structure and research. Members were advised that a response will be prepared and included in the December meeting papers.

The Chair advised that the ‘correspondence in’ is for noting.

13. CORRESPONDENCE OUT

13.1 CM 21/90848 Letter to Dr Monica Comsa regarding Respiratory Medicine Nepean Hospital’s response during the COVID-19 pandemic

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

14. COMMITTEE REPORTS

The Chair reported that for the Sub Committee meetings will resume moving into the November / December period.

14.1 Aboriginal Health

Members were advised next Aboriginal Health Committee meeting is scheduled on 14 December.

14.2 Audit & Risk Committee

Mr Lagaida reported that the next Audit & Risk Committee meeting will be held in December.

14.3 Finance & Performance

Mr Lagaida reported that the Finance & Performance Committee meeting was held on 15 November. Reports are available on the NBMLHD Board portal. Mr Lagaida reported that Finance & Performance Committee will review the budget strategy moving forward.

14.4 Health Care Quality Committee (HCQC)

Dr McQueen reported that the attached Health Care Quality Committee report is attached for noting.

14.4.1 CM21/91760 NBMLHD Safety & Quality Account

Dr McQueen reported that the attached Safety and Quality Account is submitted for endorsement. Dr Nguyen asked for clarification on the narrative KPIs. Members held discussion on the report.

Moved: Dr Seaton

Seconded: Mr Smith

Action: Endorsed by the NBMLHD Board.

14.5 Medical & Dental Staff Appointments Advisory Committee (MDAAC)

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

14.6 Integrated Care

Mr Smith reported that the Integrated Care Joint Committee meeting will be held on 24 November.

14.7 Research

Mr Austin reported that the Research Committee will be meeting in November.

14.8 Strategy & Planning

Prof Fuller reported that the next Strategy & Planning Committee meeting will be held on 29 November.

14.9 Workforce & Culture

Mr Smith reported that the Workforce & Culture Committee meeting will be held on 23 November.

14.10 Work, Health & Safety

Mr Smith reported that the Work, Health & Safety Committee meeting will be held on 23 November.

15 BUSINESS WITHOUT NOTICE

Nil business without notice.

16 FOR INFORMATION ONLY

The meeting closed at 4:56pm.

17 NEXT MEETING

Date: Wednesday, 15 December 2021

Time: 3.30pm – 5.00pm

Venue: Nepean Hospital campus

Nepean Blue Mountains Local Health Board Minutes 17 November 2021.



The Hon. Peter Collins, AM, QC.

Date: 15 / 12 / 2021