

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

DATE: 18 August 2021 TIME: 4.00pm – 6.30 pm

VENUE: VIA SKYPE

**MINUTES**

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

<b>BOARD MEMBERS</b>			
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		
<b>NBMLHD EXECUTIVE &amp; STAFF</b>			
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
<b>MEDICAL STAFF COUNCIL &amp; JUNIOR MEDICAL STAFF REPRESENTATIVES</b>			
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		
<b>WENTWORTH HEALTHCARE LIMITED (Primary Health Network)</b>			
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. Members were advised of the current working environment for Junior Medical Officers and ongoing demand due to the increase of COVID-19.

### 2.2 Blue Mountains Springwood Medical Staff Council

Dr Kalantar reported on behalf of the Blue Mountains District ANZAC Memorial Hospital (BMDAMH) Medical Staff Council. No specific issues were raised.

### 2.3 Mental Health Medical Staff Council

Dr Pellen reported on behalf of the Mental Health Medical Staff Council and brought attention to the recent management of the COVID-19 exposure in the Nepean Mental Health Centre.

## 3. DECLARATION OF CONFLICTS OF INTEREST

The Chair asked members to advise any changes to the conflicts of interest register. Nil were noted with the exception of the Chair's declaration.

## 4. MINUTES OF PREVIOUS MINUTES

Minutes of the meeting on Wednesday, 21 July 2021 were accepted as a true and accurate record of the meeting.

Moved: Mr Smith  
Seconded: Mr Lagaida

**Action: Endorsed by the NBMLHD Board.**

*Kath Skinner arrived at 4.36pm*

## 5. CHAIRMAN'S REPORT

The Chair brought attention to the current status of COVID-19 throughout NSW and highlighted due to the current workload of COVID-19 this Board meeting would focus on the COVID-19 update and any specifics identified in the reports provided.

Members held discussion on the suspension of Sub Committee Meetings with exception of –

Finance & Performance and Medical & Dental Staff Appointments Advisory.

The Chair reported that prior to the NBMLHD Board Meeting he attended Public Health Unit (PHU) on behalf of the Board and thanked staff for their ongoing support and dedication to the contact tracing efforts. Mr Smith inquired on the percentage of contact tracing that is being managed for other Districts. The Chief Executive advised that initially this was a high percentage of the workload but as local cases have increased the PHU are now exclusively focussed on local case contact tracing.

## 6. CHIEF EXECUTIVE REPORT

### **Presentation – COVID-19 Response Delta Variant**

The Chief Executive provided Board members with a comprehensive report of the current status of COVID-19.

Members were advised of:

- Current state
- Emergency Operations Centres
- Incident Management Teams
- Staff Communications
- Community to the NBMLHD Community
- State of the Nation
- Penrith Local Government Area report
- NSW Report

The Chief Executive reported that despite ongoing demand and pressure on the District staff, they continue to go above and beyond their duties with every shift.

Dr James Branley, Infectious Disease Staff Specialist joined the meeting and provided a report on behalf of Infection Control. Dr Branley reported on current fit testing of Personal Protective Equipment (PPE) and N95 masks. Dr Branley also reported on the exemplary efforts of all staff who are going beyond their roles.

The Chief Executive reported that all non-urgent elective surgery (all Category 3 and most Category 2 cases) within the Public and Private Hospital system has been suspended. Dr Nguyen asked if elective surgery report could be provided at the September Board meeting.

**Action: Report on elective surgery to be submitted at the September Board meeting.**

Members noted the Chief Executive Report for the month of August 2021, particularly the COVID-19 update.

Mr Smith inquired on the ongoing demand of COVID-19 resources which include staff who have been redeployed for COVID-19 services from the Nepean Redevelopment. The Chief Executive responded that the current build is on track and anticipated to meet the completion date. The Chief Executive highlighted that the Nepean Stage 2 planning now includes a ward of single beds to assist with pandemic/COVID-19 response in the future.

## Section B - Appendices

### Aboriginal Health Plan

The Chair reported that the attached Aboriginal Health Plan 2021-2025 is for noting.

### Staff COVID-19 Compliance Report

The Chief Executive reported that the attached staff COVID-19 Vaccination Report is provided for information.

### Construction Update – June 2021

For information. Mr Lagaida asked if there are any delays with construction due COVID-19. The Chief Executive advised that whilst there has been a two week shut down, this is not impacting planned completion date.

## Section C

### NBMLHD KPIs by Directorate

For information.

### NBMLHD Emergency Department - Elective Surgery and Hub Performance

For information.

### NSW Health League Table – June 2021

For information.

### Surgery Dashboard – June 2021

For information.

### Media & Communications Board Report June 2021

Members noted that the attached report will be uploaded to the Board portal when available.

## 7. NBMLHD RESEARCH & EDUCATION FOUNDATION

The Chief Executive reported that Mr Allchin has provided an email report for the Board.

**Action: Secretariat to upload report to the Board portal.**

## 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 NSW Government Behavioural Insights Unit – Westmead Hospital Private Health Insurance

Dr Seaton provided an overview of past work with regard to Private Health Insurance. It was agreed that Dr Seaton would progress ongoing inquiries on behalf of the Board.

## 10. CORRESPONDENCE IN

### 10.1 HPRM 21/70032 Letter of response to the Chair NBMLHD Board regarding 2021 / 2022 Budget Allocation to Nepean Blue Mountains Local Health District

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

## 11. CORRESPONDENCE OUT

### 11.1 HPRM 21/70215 Letter to NSW Health Secretary regarding previous correspondence from the Board regarding 2021 / 2022 Budget allocation and SIGNED 2021 / 2022 Service Agreement

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

## 12. COMMITTEE REPORTS

### 12.1 Aboriginal Health

Aboriginal Health Governance meeting deferred for the month August 2021.

### 12.2 Audit & Risk Committee

Nil Meeting.

#### 12.2.1 Audit & Risk Committee - HPRM 21/68145 NBMLHD Corporate Governance Attestation Statement 1 July 2020 - 30 June 2021

Mr Lagaida provided an update on the Corporate Governance Attestation standards that have been endorsed by the Audit & Risk Committee. Members were advised that the document is submitted for endorsement.

**Action: Endorsed by the NBMLHD Board.**

### 12.3 Finance & Performance

Mr Lagaida reported that the Finance & Performance Committee meeting was held on Monday, 16 August. Reports are available on the NBMLHD Board portal. Mr Lagaida highlighted the challenges moving into the new financial year.

### 12.4 Health Care Quality Committee (HCQC)

Health Care Quality Committee meeting deferred for the month August 2021.

### 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

Integrated Care Committee meeting deferred for the month August 2021.

### 12.7 Research

Research Committee meeting deferred for the month August 2021.

### 12.8 Strategy & Planning

Strategy & Planning Committee meeting deferred for month August 2021.

#### 12.8.1 NBMBRIEF21/1101 NBMLHD 2021 Capital Investment Proposals

The Chief Executive reported that the final Capital Investment Priorities (CIP) documents are attached for endorsement. The proposals are:

- Comprehensive Cancer Care Centre (including Palliative Care)
- New hospital in the Blue Mountains and enhancement of community services in the Blue Mountains
- Community Health in the Blue Mountains Local Government Area

Members noted that these are in no particular order and all three have been a priority of the Local Health District. The Chief Executive stated that with the endorsement from the Board the CIP will be submitted to NSW Health for consideration.

Moved Mr Smith  
Seconded: Dr Nguyen

**Action: Endorsed by the NBMLHD Board.**

Mr Smith brought attention to discussion with the Chief Executive and the Chair on the final highlights of the CIP. Members agreed that the proposal is an important outline to the requirements of NBMLHD moving into the future demands of the community.

### 14.9 Workforce & Culture

Workforce & Culture Committee meeting deferred for the month August 2021

### 14.10 Work, Health & Safety

Work, Health & Safety Committee meeting deferred for the month August 2021

## **14 BUSINESS WITHOUT NOTICE**

Ms Skinner brought attention to the suspension of Board Sub Committee meetings due to current COVID-19 workload. After extensive discussion it was agreed that Health Care Quality Committee meeting would be reinstated.

## **15 FOR INFORMATION ONLY**

The meeting closed at 5.53 pm.

## 16 NEXT MEETING

**Date:** Wednesday, 15 September 2021  
**Time:** 4.00pm – 6.30pm  
**Venue:** To be confirmed

*Nepean Blue Mountains Local Health Board Minutes 18 August 2021.*



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*The Hon. Peter Collins, AM, QC.*

Date: 15 /09 /2021