

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

DATE: 15 March 2023 TIME: 4.00pm – 6.30 pm

VENUE: Warragamba Executive Boardroom, Station St Penrith

MINUTES

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

BOARD MEMBERS			
The Hon. Peter Collins, AM KC (Chair)	P	Mr Murray Austin	P
Associate Professor Stephen Fuller	P	Mr Robert Lagaida	P
Dr Nhi Nguyen (<i>via TEAMS</i>)	P	Dr Antonio Rombola	P
Ms Pamela Rutledge, AM	P	Dr Peta Seaton, AM	P
Professor Ian Seppelt (<i>via TEAMS</i>)	P		
NBMLHD EXECUTIVE & STAFF			
Ms Kay Hyman, Chief Executive	P	Mr Brett Williams, Director Hospital Services	P
Ms Jacqui Clark, Director People & Culture (<i>via TEAMS</i>)	P	Ms Julie Williams, Director Nursing & Midwifery (<i>via TEAMS</i>)	P
Mr Luke Bellman, A/Director Finance & Corporate Services (<i>via TEAMS</i>)	P	Dr Karen Arblaster, Director Allied Health, Research & Strategic Partnerships (<i>via TEAMS</i>)	A
Ms Vanessa Clements, Director Planning, Redevelopment & PMO (<i>via TEAMS</i>)	P	Ms Michael Wood, A/Director Clinical Governance (<i>via TEAMS</i>)	P
Mr Paul Grocott, Director Corporate Communications	P	Ms Cathy Crowe, Director Community & Integration (<i>via TEAMS</i>)	P
Prof Mohamed Khadra, Director Strategy & Innovation (<i>via TEAMS</i>)	P		
MEDICAL STAFF COUNCIL & JUNIOR MEDICAL STAFF REPRESENTATIVES			
Dr Eddy Fischer, Chair, Nepean Medical Staff Council (<i>via TEAMS</i>)	P	Dr Stavros Prineas, Chair Blue Mountains Medical Staff Council (<i>via TEAMS</i>)	P
Dr Daniel Pellen, Mental Health Medical Staff Council (<i>via TEAMS</i>)	P		
WENTWORTH HEALTHCARE LIMITED (Primary Health Network)			
Ms Lizz Reay (<i>via TEAMS</i>)	A		

1. OPENING AND ACKNOWLEDGEMENT OF COUNTRY

The Chair opened the meeting and stated that an Acknowledgement to Country was expressed during the Board members' "Respecting the Difference" training.

Members noted apologies for the meeting.

2. Wentworth Healthcare Limited (Primary Health Network)

Nil report.

3. Nepean Foundation

Mr Greg Allchin, Treasurer of the Nepean Foundation attended the meeting and provided members with an update:

Nepean Foundation Fundraiser

Members were advised that the event held on Thursday, 8 December at the Lakeside Restaurant raised approximately \$10K.

Nepean Foundation Planning Day

Mr Allchin reported that the Foundation has a planning day scheduled for 5 April. Members were advised that the day will refocus on what the Foundation's goals, business planning and the relationship with the Local Health District.

Urology Research

Mr Allchin reported on the 3D modelling for Robotic Surgery for education of trainees.

Rotary Ball

Mr Allchin reported Nepean Rotary will be hosting a Ball in August 2023 with some of funds raised being directed to the Foundation.

4. Feedback from Medical Staff Council

The Chair welcomed the Medical Staff Council Chairs to the meeting.

4.1 Nepean Medical Staff Council

Dr Fischer reported on behalf of the Nepean Medical Staff Council and brought attention to items raised by the Medical Staff at Nepean, in particular workforce with vacancies in junior medical roles and administration staff noted. Dr Fischer also questioned the processes required to obtain approval for new staff and equipment and queried whether these could be streamlined.

4.2 Blue Mountains Springwood Medical Staff Council

Dr Prineas reported on behalf of the Blue Mountains & Springwood Medical Staff Council. Members were advised that the NSW Labor party have pledged \$25M if elected for planning the One Hospital in the Blue Mountains.

The Chair brought attention to the Board's ongoing commitment to providing the community with quality safe health care services. Dr Pellen asked members to note that the previous Chair of the Blue Mountains Springwood Medical Staff Council, Dr Jim Kalantar was a large contributor toward the lobbying a new hospital in the Blue Mountains.

Dr Prineas noted that BMDAMH is also impacted by staff vacancies and difficult in recruiting staff.

4.3 Mental Health Medical Staff Council

Dr Pellen reported on behalf of the Mental Health Medical Staff Council and stated that he continues to highlight workforce shortages. Members were advised that there have been appointments for the Mental Health Service in the Triage and Assessment Centre (TAC).

Dr Pellen noted the positive impact that TAC has made to access for those seeking mental health services, however, this success has resulted in more presentation to TAC than anticipated. Board members were invited to again meet with staff in the TAC prior to a future Board meeting. He also noted the planning for a Behavioural Assessment Unit within the Nepean Emergency Department. Ms Rutledge highlighted the importance of these two services, noting that TAC was a service that didn't exist in other LHDs.

Action: Secretariat to schedule Board visit to TAC plus BAU (when operational).

4.4 NBMLHD Executive Medical Staff Council

Dr Pellen reported that the NBMLHD Executive Medical Staff Council meet once per quarter. This provides an opportunity for smaller facilities (Lithgow and Portland) to highlight any issues.

5. DECLARATION OF CONFLICTS OF INTEREST

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

6. MINUTES OF PREVIOUS MINUTES

Minutes of the meeting on Wednesday, 15 February 2023 were accepted as a true and accurate record of the meeting.

Moved: Mr Lagaida
Seconded: Ms Rutledge

Action: Endorsed by the NBMLHD Board.

7. CHAIRMAN'S REPORT

The Chair reminded members of the State election on 25 March 2023 and that the pre-election caretaker convention period has started.

8. CHIEF EXECUTIVE REPORT

Members noted the Chief Executive's report for the month of March 2023. The Chief Executive advised that the report will be taken as read and highlighted the following:

Healthy People & Communities

Lithgow Community Private (LCP)

The Chief Executive reported on the ongoing negotiations with LCP. Members noted that Minister Taylor has provided funding (\$66K) to replace their lung function machine.

Hawkesbury District Health Service - St John of God Healthcare

The Chief Executive reported on the ongoing negotiations with St John of God Healthcare.

Dr Rombola declared he is a member of the Hawkesbury Medical Advisory Council

Exceptional Patient and Consumer Experiences and Outcomes

System Capacity

The Chief Executive reported on the NSW Health System capacity and highlighted that the attached reports for information.

Embedding culturally responsive practices in Cancer Care

The Chief Executive reported that NBMLHD Multicultural Health and Cancer Care teams have been recognised by the Cancer Council for their successful implementation of systematic processes to identify and support people from Culturally and Linguistically Diverse (CALD) backgrounds. Members noted that it has been acknowledged as being transformative with 59% of new patients receiving an Early Cultural Assessment, 28% new CALD patients being identified.

Voluntary Assisted Dying (VAD)

The Chief Executive reported that the VAD will be introduced in NSW in November 2023. Members noted that priorities including establishing a Clinical Lead and local Advisory Group. The Chief Executive stated that there will be a presentation to the Board on VAD at the May 2023 meeting.

Urgent Care Services

The Chief Executive reported that the District's two applications for urgent care service funding were unsuccessful. Members were advised that funding for the Behavioural Assessment Unit is coming from funds identified to implement finding from the ICE inquiry.

Talented, Happy and Engaged Workforce

Winner – NSW Aboriginal Allied Health Professional of the Year – Ms Maddison Williams

The Chief Executive reported that Maddison Williams, Senior Social Worker at Mudang Mudjin (Building Strong Foundations) and Wilingali (Aboriginal and Maternal Infant Health Service) services was named NSW Aboriginal Allied Health Professional of the Year at the 2022 NSW Health Excellence in Allied Health Awards on 23 February 2023.

Junior Medical Workforce (JMO)

The Chief Executive highlighted that the JMO Recruitment & Transactions team onboarded 330 Junior Medical Officers (JMO) in the lead up to 2023 clinical year. Despite this the LHD has vacancies in Nepean Hospital BMDAMH, Addiction Medicine and Mental Health. Attempts to recruit to these vacancies continue with adhoc advertising. Locums will also be used to fill gaps as available. Members noted that New Graduate Nurses & Midwives have started for 2023.

Members held discussion on the District strategies to recruit. Members noted that there is a shortage of Medical Workforce globally. Ms Rutledge reported that the Workforce & Culture Sub Board Committee are currently reviewing internal research around other approaches for recruitment.

People Matter Engagement Survey (PMES)

The Chief Executive reported that the attached PMES survey results are attached as Appendices 4 for information. Members noted the District PMES Action Plan has been presented to the District Executive Team.

Hub for Research and Innovation

Building Clinical Trials Capacity

The Chief Executive reported that NBMLHD has joined the Rural Regional and Remote Clinical Trial Enabling Program (R3-CTEP). This is a >\$35 million MRFF funded program. Prof Paul de Souza and Dr Kelly Thompson will join as NBMLHD representatives in the Western Cluster and will attend a full day workshop in March. Members were advised that the Greater Western Sydney Health Partnerships Clinical Trial Coordinator training program is being developed ready for pilot testing in April.

Responsible Governance and Financial Management

Year to Date February Result

Mr Bellman reported on the February 2023 result and forecast. Members held discussion on the February result and noted that the next Finance & Performance meeting is scheduled on Monday, 20 March.

Nepean Hospital and Integrated Ambulatory Services Redevelopment Report

Nepean Hospital - Stage 1

The Chief Executive reported that Stage 1 is considered complete with one final update being

provided when the conversion of the top level of the Parker Street carpark from helipad to car parking is complete.

Nepean Hospital - Stage 2

The Chief Executive reported on the movement and interim arrangements for the commencement of Stage 2 build. Members noted the need for some services to move to interim locations. The impact of essential changes to access are currently being evaluated.

Section B – Appendices

1. CM 23/7858 NBMLHD Strategic Plan 2023-2028

The Chief Executive reported that the attached NBMLHD Strategic Plan 2023-2028 is submitted for Board endorsement. It was agreed that with a minor amendment provided by Ms Rutledge the Board endorse the Plan.

Action: Endorsed by the NBMLHD Board.

2. NSW Health Regional Health Strategic Plan 2022-2032

For information.

3. NBMLHD Asset Management

For information.

4. People Matter Employee Survey

For information.

Section C

1. NBMLHD KPIs by Directorate

For information.

2. NBMLHD Emergency Department – Elective Surgery and Hub Performance – February 2023

For information.

3. NSW Ministry of Health League Table – January 2023

For information.

4. Surgical Dashboard – January 2023

For information.

5. Corporate Communications Board Report - February 2023

For information.

6. Oral Health Performance Report – January 2023

For information.

7. Enterprise Risk Management (ERM) Report – March 2023

For information.

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 Report on Services requesting space and available spaces on Nepean campus

The Chief Executive reported this item will be submitted at the April Board meeting.

10.2 Information on Future Research Partnerships

Action: Deferred to the April 2023 meeting.

10.3 Write to NSW Minister for Health after election on progression of the region and need for more JMOs

Action: Deferred to the April 2023 meeting.

10.4 Presentation by PCCH on Domestic Violence

Action: Secretariat to book date with Primary Care & Community Health.

11. CORRESPONDENCE IN

Nil.

12. CORRESPONDENCE OUT

12.1 CM 23/8284 Letter of congratulations to Ms Maddison Williams regarding her NSW Aboriginal Allied Health Professional of the Year Award

12.2 CM 23/8290 Letter to Ms Karen Alexander Disability and NDIS Manager formally acknowledging her service to DARE Disability

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

13. COMMITTEE REPORTS

13.1 Aboriginal Health

Members noted that the next Aboriginal Health Committee is scheduled on 11 May 2023. Ms Rutledge will continue to Chair the Aboriginal Health Committee in the interim until a Chair is appointed.

13.2 Audit & Risk Committee

Members noted that the next Audit & Risk Committee meeting is scheduled on 16 March 2023.

13.3 Finance & Performance

Members were advised that the Finance & Performance Committee meeting will be held on Monday, 20 March 2023. Reports will be uploaded to the NBMLHD Board Share Point site.

13.4 Health Care Quality Committee (HCQC)

Members noted that HCQC meeting met on 8 March. Ms Seaton reported on behalf of the HCQC Chair HCQC.

Ms Seaton reported that the Committee will meet monthly following a review of membership. Members noted that a small subgroup of HCQC members will develop strategies to better coordinate initiatives across sites addressing such issues as delirium, falls and pressure injuries. This will include meeting with Co-Chairs of all governance committees overseeing the standards which are reported through HCQC.

13.5 Medical & Dental Staff Appointments Advisory Committee

Prof Fuller reported that the attached minutes are for noting.

13.6 Integrated Care Joint Board

Ms Rutledge reported that the Integrated Care Joint Board Quadrant report is attached for information.

13.7 Research

Mr Austin reported that the Research Committee meeting was held on 9 March 2023. A Quadrant report will be forwarded to the April Board meeting.

13.8 Strategy & Planning Committee

Prof Fuller reported that the Strategy & Planning Committee Quadrant Report is attached for information.

13.9 Workforce & Culture

Ms Rutledge reported that the next Workforce & Culture Committee meeting is scheduled on 24 April 2023.

13.10 Work, Health & Safety

Mr Austin reported that the next Work, Health & Safety Committee meeting is scheduled on 24 April 2023.

14. BUSINESS WITHOUT NOTICE

Nil.

