



**Draft Minutes
Board Meeting
(April 2021)**

Date: 28 April, 2021
Time: 12.30 pm
Venue: Community Health meeting room, Finley Health Service
Members: Ms Gayle Murphy (Chair)
 Mr Paul Braybrooks OAM
 Mr John Ireland
 Mr Geoff Twomey
 Ms Andrea Jordan
 Mr Adrian Lindner

Invitees: Ms Elke Cleverdon – teleconference
 Ms Elizabeth Dixon
 Dr Alam Yoosuff
 Ms Jill Ludford, Chief Executive
 Mr Kevin Lawrence, Director Finance and Performance
 Ms Robyn Manzie, Director Mental Health Drug & Alcohol (teleconference)
 Ms Carla Bailey, Director Clinical Operations, East
 Jacqui Zutt – Board Secretariat (Minutes)

- 1.0 **Welcome to Country**
- 2.0 **Patient story** – refer Health Care Safety & Quality meeting
- 3.0 **Apologies** – Nil
- 4.0 **Declarations of Conflicts of Interest or Pecuniary Interest Relating to Agenda Matters** – Nil

No	Topic	Considerations	Decisions	Action	Who
5.0	Confirmation of Minutes				
5.1	Minutes of Board Meeting March 2021		Approved		Director Dixon Director Yoosuff
5.2	Minutes of Planning Resource and Performance Meeting		Approved		Director Braybrooks Director Twomey
5.3	Audit and Risk Committee		No meeting held		
5.4	Health Care Quality and Committee		No meeting held		



5.5	Research Innovation and Change Committee		No meeting held		
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6.0	Matters Arising From Minutes				
6.1	Action List	<ul style="list-style-type: none">B21/02-004 – amend, CE to deliver presentation.	Updated		
6.1.1	MLHD Security Audit	<ul style="list-style-type: none">Acknowledge NSW Health have provided investment which has allowed significant upgrades to take place.	Noted		
6.1.2	Commitment for Environmental Sustainability		Approved	<ul style="list-style-type: none">Remove references to specific hospitalsInclude all Board Director's names.Upload to MLHD website.	Director Lindner Director Ireland
6.2	Governance Charter		Referenced		
6.3	Service Agreement		Referenced		

7.0	Organisational performance				
7.1	Surgical Performance Summary		Noted		
7.2	MLHD Performance Report	<ul style="list-style-type: none">A Clinical Nurse Consultant, Rehabilitation has been created to support the improvement of understanding of delivering rehabilitation services across the District and sub-acute activity, which remains low. The role will support the provision of	Noted		



education and training to staff on the Sub-Acute and Non-Acute Patient (SNAP) Data Collection.

- MLHD in collaboration with the MoH and Capital Insight will be using the principles of commissioning for better value to review cancer services delivered across MLHD.

7.3 Finance Update – March 2021

- The LHD is reporting a \$19.2M unfavourable Expense result at the end of March (February \$16.2M, January \$12.8M).
- The underlying position is estimated as approx. \$17.4M after allowing for potential COVID funding from the MoH. It should be noted that there are no guarantees with this potential adjustment.
- Reducing excess leave balances remains a focus.
- Mercy Activity –explores options to increase activity.

Noted

- Brief to be provided to the June 2021 Board meeting on HITH.
- The A/ NSW CFO has been invited to the May Board meeting.
- Brief on work underway to reduce excess leave balances.

Director Clinical Operations - East

Director Finance and Performance

Director People and Culture

7.4 Accounts for Write Off – March 2021

Approved

Director Ireland
Director Braybrooks

7.5 Restricted Assets Balances (SP&T)

Noted

7.6 Custodial Trusts (External Trusts)

Noted

7.7 MLHD savings strategies

Noted

8.0	Strategic and state-wide issues		
8.1	Inquiry into health outcomes and access to health and hospital services in rural, regional and remote NSW	<ul style="list-style-type: none"> The second Hearing to be held in Deniliquin on 29 April, 2021. A copy of the Chief Executive's opening statement was provided. 	Noted
8.2	COVID-19 vaccination	<ul style="list-style-type: none"> MLHD is now a nominated Pfizer vaccine clinic. Pfizer vaccination will commence from week commencing 26 April. NSW Health is awaiting further information from the Commonwealth Government as to the revised vaccination plan for the nation. 	Noted
8.3	Surgical services post COVID-19	<ul style="list-style-type: none"> The MLHD-wide Surgical Waitlist optimization strategy to address waitlist pressure generated by the pause in non-urgent elective surgery during the first wave of the COVID-19 pandemic in 2020. It has required a multi-faceted approach to utilize all available elective surgical capacity in the MLHD, including private providers and non-base hospital sites. 	Noted



9.0	Our people our community			
9.1	Community Engagement		Approved	Director Jordan Director Lindner
9.2	Aggression incidents update		Noted	
9.3	WHS Due Diligence Quarterly report – Jan-March 21	<ul style="list-style-type: none">• Slips, Trips and Falls incidents have been steadily climbing across the four quarters and this trend will be analysed as part of a broader HMT incident deep dive.• Aggression incidents had a minor decrease from the previous quarter. An analysis of the previous quarter incidents highlighted that the majority were related to people or communication breakdown. This remains consistent in this reporting quarter, with 92% of incidents being attributed to these two contributing factors. The increase in reports is reflective of a positive reporting culture and demonstrates the cultural shift in staff identifying the need to report aggression incidents even when related to patient acuity.	Noted	
9.4	Reporting for Better Cancer Outcomes (RBCO): Aboriginal people in NSW, 2020 Report		Noted	<ul style="list-style-type: none">• Invite Ms Veronica Scriven, Manager Cancer Services to a future Board meeting to



provide a summary on those areas which require more focus/areas to watch and actions MLHD are undertaking to address gaps.

10.0 Chief Executive's report

10.1 Chief Executive's report

- The proposed meeting locations for the remainder of 2021 were approved.
- The draft MLHD Strategic Plan 2021-2026 is currently out for final feedback with staff and key stakeholders during the month of April.
- Save Haven – is an alternative to the emergency department for mental health clients. A co-design process for both Wagga and Griffith. Staff and peer recruitment is currently underway. Expecting to be operational by early July 2021.

Noted

- Provide link from Productivity Commissioner, Inquiry Report on Mental Health.
<https://www.pc.gov.au/inquiries/completed/mental-health#report>

11.0 Risk

11.1 MOH Risk Report – Cyber security and information management

Noted

12.0 Raising of Non Agenda Items through the Chair

Nil.

13.0 Meeting closed at 3.14pm

Next Meeting; 26 May, 2021 – Wagga Wagga