

Meeting of the Murrumbidgee Local Health District Board

Date: Thursday, 15 December 2022

Time: 12.30pm

Venue: Yindymarra Meeting Room, Wagga District Office

Minutes

Board Members

Name	Present (P) Virtual (V) Apology (AP) Absent (A)
Dr Thomas Douch (Chair)	P
Mr Jonathan Green	P
Ms Andrea Jordan	P
Mr Geoff Twomey	P
Mr Adrian Lindner	P
Mr John Ireland	P
Ms Elke Cleverdon	P
Ms Elizabeth Dixon	P
Dr Alam Yoosuff	P
Ms Mary Atkinson	AP
Ms Cheryl Penrith	P

MLHD Executive & Staff

Name	Title	Present (P) Virtual (V) Apology (AP) Absent (A)
Ms Jill Ludford	Chief Executive, Murrumbidgee Local Health District	P
Mr Kevin Lawrence	Director Finance & Performance, Murrumbidgee Local Health District	P
Ms Carla Bailey	Director Operations East, Murrumbidgee Local Health District	AP
Ms Tegan Reid	A/ Director Operations West, Murrumbidgee Local Health District	P
Ms Robyn Manzie	Director Mental Health Drug and Alcohol, Murrumbidgee Local Health District	PV
Ms Jacqui Zutt	Board Secretariat Murrumbidgee Local Health District	PV

Invited Guests

Ms Helen Emmerson	Director People and Culture, MLHD	PV
Ms Jackie Brodie	Director Aboriginal Health, MLHD	P
Mr Bryce Addison	Strategic Performance Improvement Manager, MLHD	PV

Item 1	Welcome, Apologies and Acknowledgment of Country
Item 1.1 and Item 1.2	Welcome

The meeting was declared open at 12.47pm by the Chair, Dr Thomas Douch. Apologies were received from Director Mary Atkinson.

The Chair acknowledged the traditional owners of the land on which members were participating and paid respects to Elders past, present, future and emerging.

Item 1.3 Conflict of Interest Declarations

Members were asked to declare:

- Conflicts of interest in relation to the agenda
- Changes in material circumstance.

Action and Decision: Nil

Item 1.4 Patient story

Refer Health Care Safety & Quality papers.

Item 2	Confirmation of Previous Minutes
Item 2.1	MLHD Board – November 2022

The minutes of the Board Meeting held on 17 November 2022 were accepted as a true and accurate record of the meeting.

MOVED: Director Twomey

SECONDED: Director Green

Item 2.2	MLHD Planning Resources and Performance
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The minutes of the Planning Resources and Performance meeting held on 17 November 2022 were accepted as a true and accurate record of the meeting.

MOVED: Director Lindner

SECONDED: Director Cleverdon

Item 2.3	Audit and Risk Committee
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Director Cleverdon spoke to the draft Minutes of the Audit and Risk Committee held on 01 December 2022.

ACTION: for future discussion, review Board's risk appetite for culture.

Item 3	Actions from the Previous Minutes
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Item 4.1.1 MLHD Performance Report

Ms Jill Ludford, Chief Executive spoke to the report.

Key items of discussion included:

- Showcase of MLHD's Mental Health performance.

The Board noted the report.

Item 4.1.2 State Performance Report

Ms Jill Ludford, Chief Executive spoke to the report.

The Board noted the report.

Item 4.1.3 NSW Health – MLHD Quarterly Board Report – April-June 2022

Ms Jill Ludford, Chief Executive spoke to the report.

The Board noted the report.

Item 4.2 Workforce At Its Best**Item 4.2.1 Workforce update**

Ms Helen Emmerson, Director People and Culture joined the meeting virtually and spoke to the report.

Key items of discussion included:

- Continued reduction in critical workforce vacancies.
- Ongoing work to implement the Rural Health Workforce Incentives.

The Board notes the information provided.

ACTION: update on the implementation of the Rural Health Workforce Incentives policy to be included in the workforce update for the February 2023 meeting.

Item 4.2.2 Growing the nursing workforce/Rural nurse capacity

Ms Christine Stephens, Executive Director Nursing and Midwifery joined the meeting virtually and spoke to the report.

Key items of discussion included:

- Nursing and Midwifery staff within MLHD represent the largest workforce group. As a result of the pandemic, the availability of our international pipeline of nurses and midwives workforce including agency staff have become restricted. To attract more nurses into our region the Nursing and Midwifery Services have implemented a variety of strategies, including Grad Start, Grow Your Own initiative.
- To assist MLHD in retaining and developing our nursing workforce across the District, Nursing and Midwifery Services (NaMS) have developed the following:
 - Virtual Nurse Assist - to support nurses working in our Multipurpose and District Health Services in undertaking components of clinical care. This support includes providing a virtual nurse to assist with triage, Emergency Department focussed assessment and reassessment, general assessment, treatment and care. The Virtual Nurse is located in our Virtual Care Hub based at Wagga Wagga Base Hospital. This program commenced on 24 October 2022 and provides a virtual nurse 24/ 7 day a week with clinical support utilising virtual technology. This program partners with Sydney Local Health District, who provides surge capacity to our virtual nurse assist program. This is now available to all 29 rural hospitals.
 - 4 FTE roving Clinical Nurse Educators - provide outreach training and education programs to our Multipurpose and District Health Services. This training is targeted to each sites individual training needs and aims to build the capability, confidence, and expertise of our Registered and

Enrolled Nurses. Hence, enabling our nurses to work to their full scope of practice across the region.

- Increased access to education for Registered and Enrolled Nurses (ENs) to develop skills and experience in emergency care. Over 2022-23 additional programs have been offered to accelerate the upskilling of 40 ENs working in multipurpose and District Health Services requiring skills in emergency nursing.

The Board notes the information provided and congratulated Ms Stephens and the Nursing and Midwifery team for their work.

Item 4.3	Sustainable and Well Managed Resources
Item 4.3.1	Finance Update – November 2022

The Director Finance and Performance spoke to the report.

The Board notes the information provided.

Item 4.3.2	Accounts for Write Off – November 2022
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Accounts for Write Off – November 2022 approved.

MOVED: Director Cleverdon SECONDED: Director Lindner

Item 4.3.3	Restricted Assets Balances (SP&T)
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Noted.

Item 4.3.4	Custodial Trusts (External Trusts)
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Noted.

Item 4.3.5	Efficiency Improvement Plans
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The Strategic Performance Improvement Manager joined the meeting virtually and spoke to the report.

Key items of discussion included:

- Lead role now driving Griffith to provide extra support. Focusing on year on year comparison and biggest pinch points.
- Outstanding EIPs being uploaded by PMO and measured internally.
- Focus on strategies for 2023.
- Deputy Secretary, Matthew Daly, will be visiting MLHD. During this visit the Strategic Performance Improvement Manager and Director Finance and Performance will present EIP's.

The Board notes the information provided and supported the ideas being generated.

Item 4.3.6	MLHD Delegations Manual
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Mr Kevin Lawrence, Director Finance and Performance spoke to the report.

Key items of discussion included:

- The current round of changes and updates in the Delegations Manual are substantially administrative in nature. These have been made to ensure the Delegations Manual reflect the current organisation structure and that delegations are properly reflected in the Oracle Business systems through which many delegations are managed.

The Board approved the changes to the Delegations Manual.

MOVED: Director Lindner SECONDED: Director Ireland

Item 4.3.7	Risk Management Report
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Ms Jill Ludford, Chief Executive spoke to the report.

The Board notes the report.

Item 4.4	Lifting Health Outcomes
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Item 4.4.1	MLHD Drug and Alcohol Service review
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Ms Robyn Manzie, Director Mental Health Drug and Alcohol joined the meeting virtually and spoke to the report.

Key items of discussion included:

- MLHD has submitted a proposal for funding from the Special Commission of Inquiry into Methamphetamines. The outcomes will be known in 2023.
- In 2021, MLHD invited the then Chief Addiction Medicine Specialist Dr Tony Gill to review the LHD's Drug and Alcohol Services, to determine adequacy of clinical governance arrangements and strategies to address continued staff vacancies.
- The Review made 26 recommendations, all of which were endorsed by the MHDA Executive and the District. An Implementation Plan has been developed and is being actioned.

ACTION: bi-monthly updates to be provided to the Board on the recommendation implementations and ICE funding.

The Board noted the report and acknowledged the role Ms Manzie has played in leading a change in mental health with programs and implementations. Ms Manzie is retiring on a great high and acknowledged her team. Thank you on behalf of the Board, we wish you all the best in your retirement.

The Board notes the report.

Item 4.4.2	Access Performance/Whole of Hospital Strategies
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Ms Jill Ludford, Chief Executive spoke to the report.

The Board notes the report.

Item 4.4.3	Draft Deniliquin Clinical Services Plan
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Ms Jill Ludford, Chief Executive spoke to the report.

Key items of discussion included:

- Positive community engagement process.

The Board notes the information provided and endorses the draft Deniliquin Clinical Services Plan.

MOVED: Director Cleverdon SECONDED: Director Jordan

Item 4.4.4	Draft Leeton Clinical Services Plan
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Ms Jill Ludford, Chief Executive spoke to the report.

The Board notes the information provided and the current progress of the draft Leeton Clinical Services Plan.

MOVED: Director Ireland SECONDED: Director Cleverdon

Item 4.5	A Culture of Excellence
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Item 4.5.1	Community Engagement
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Ms Jill Ludford, Chief Executive spoke to the report.

The Board notes the report.

MOVED: Director Jordan SECONDED: Director Twomey

Item 4.6	Providing Safe Consistent Person Led Healthcare
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Item 4.6.1

Ms Jill Ludford, Chief Executive spoke to the report.

The Board notes the report.

Item 4.6.2

Ms Jill Ludford, Chief Executive spoke to the report.

The Board notes the report and recent recruitment to the senior media advisor position.

Item 5 Critical Issues - nil

Item 6 Raising on Non Agenda Items Through the Chair - nil

Item 7 Next Meeting

The next meeting will be held on 16 February 2023

Meeting Close

The meeting closed at 3.32pm.

CERTIFICATION | DECLARATION – BOARD CHAIR

Name: Dr Thomas Douch

Signature:

Date: [Insert Date].