

Meeting of the Murrumbidgee Local Health District Board

Date: Thursday, 16 February 2023

Time: 12.30pm

Venue: Yindyamarra Meeting Room, Wagga District Office

Minutes

Board Members

Name	Present (P) Virtual (V) Apology (AP) Absent (A)
Mr Adrian Lindner (Chair)	P
Mr Jonathan Green	PV
Ms Glynis Ingram	P
Mr Tony Kolbe	P
Mr Andrew Jones	P
Mr John Ireland	P
Ms Elke Cleverdon	P
Ms Elizabeth Dixon	P
Dr Alam Yoosuff	P
Ms Mary Atkinson	P
Ms Cheryl Penrith	AP

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	Executive Director Operations, Murrumbidgee Local Health District	P
Mr Michael Bolton	A/Director Mental Health Drug and Alcohol, Murrumbidgee Local Health District	PV
Ms Jacqui Zutt	Board Secretariat Murrumbidgee Local Health District	P

Invited Guests

Ms Helen Emmerson	Director People and Culture, MLHD	P
Ms Anne McLeish	A/Director People and Culture, MLHD	P
Ms Jenny Spain	CAE / CRO Director Governance, Risk and Audit for MLHD	PV

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

The meeting was declared open at 12.45pm by the Chair, Mr Adrian Lindner. Apologies were received from Director Cheryl Penrith.

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:

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

Action and Decision: Nil

Item 1.4 Patient story

Ms Jill Ludford shared the patient story.

ACTION: Write to family to thank them for sharing their story and acknowledge support the family provided to the WWBH rehabilitation ward.

The minutes of the Board Meeting held on 15 December 2022 were accepted as a true and accurate record of the meeting.

MOVED: Director Ireland

SECONDED: Director Dixon

Item 2.2 Health Care Safety & Quality Committee

The minutes of the Health Care Safety & Quality Committee meeting held on 15 December 2022 were accepted as a true and accurate record of the meeting.

MOVED: Director Dixon

SECONDED: Director Cleverdon

Item 2.3 Audit and Risk Committee

No meeting was held. Director Cleverdon provided background on the frequency of ARC meetings and links between ARC and MLHD Board for new Directors.

Item 3 Actions from the Previous Minutes

Ms Jill Ludford, Chief Executive spoke to the response received from Mr Justin Gardiner, Acting Executive Director, System Performance Support.

The Board noted the response.

Director Atkinson left the meeting at 1.45pm.

Item 4	New Business
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Item 4.1	
Item 4.1.1	

Mr Michael Bolton, Acting Director Mental Health Drug and Alcohol joined the meeting virtually and spoke to the report.

Key items of discussion included:

- The success of the Police, Ambulance Clinical Early Response (PACER) service which offers on-scene assistance to consumers in the community.
- The services provided by Suicide Prevention Outreach Team and peer workers with lived experience, supported by clinicians has a high rate of take up. The service follows up consumers following their presentation to ED.

ACTION: Provide Director Cleverdon with contact details of Farmgate counsellors.

Ms Carla Bailey, Executive Director Operations, spoke to the Operations report.

Key items of discussion included:

- The Deniliquin operating theatre will undergo a major refurbishment commencing in February 2023. It is anticipated that these works will be completed in early April 2023. These works are the final stage of the \$4.6M funding allocation provided by both State and Federal government. A temporary operating theatre has been established in an alternative location to support maternity services during the refurbishment of the operating theatre.
- Funding has been received to support 10 hour night shifts at Holbrook and Junee.

The Board noted the 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 – July – September 2022
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Ms Jill Ludford, Chief Executive spoke to the report.

Key items of discussion included:

- Community Mental Health services are producing Action Plans each quarter based on YES (consumer) feedback, which outline improvements their service will be making.
- The inpatient unit has had a high level of acuity and occupancy.

The Board noted the report.

Item 4.2	Workforce At Its Best
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Item 4.2.1	Workforce update
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Ms Helen Emmerson, Director People and Culture and Ms Anne McLeish, Acting Director People and Culture joined the meeting and spoke to the report.

Key items of discussion included:

- MLHD is trending more positively with workforce shortage being more favourable as new year commences with an overall reduction in critical vacancies.
- The Rural Workforce Retention Scheme remains a high priority.

The Board noted the report and thanked Ms Emmerson for her leadership. The Board wish her well in her secondment.

Item 4.3 Sustainable and Well Managed Resources

Item 4.3.1 Finance Update – January 2023

The Director Finance and Performance spoke to the report.

The Board notes the information provided.

Item 4.3.2 Accounts for Write Off – December 2022 and January 2023

Accounts for Write Off – December 2022 and January 2023 approved.

MOVED: Director Cleverdon SECONDED: Director Dixon

Item 4.3.3 Restricted Assets Balances (SP&T)

Noted.

Item 4.3.4 Custodial Trusts (External Trusts)

Noted.

Item 4.3.5 Efficiency Improvement Plans

The Director Finance and Performance spoke to the report.

Key items of discussion included:

- On 23 February, 2023 the Strategic Performance Improvement Manager is holding a FY23/24 EIP Strategy Workshop with executive team to begin the process of developing EIP's for the next financial year in alignment with the "system change" as outlined in the District's strategy.

The Board notes the report.

Item 4.3.6 Risk Management Report

Ms Jenny Spain, CAE / CRO Director Governance, Risk and Audit, joined the meeting virtually and spoke to the report.

The Board notes the report and importance of horizon scans undertaken by the Audit and Risk team.

ACTION: Forward a copy of the Risk Appetite Statement to new Board Directors.

Item 4.4 Lifting Health Outcomes

Item 4.4.1 Update on implementation of MLHD Strategic Plan

Ms Jill Ludford, Chief Executive, spoke to the report.

The Board notes the report.

Item 4.5 A Culture of Excellence

Item 4.5.1 Community Engagement

Ms Jill Ludford, Chief Executive spoke to the report.

The Board notes the report.

MOVED: Director Dixon SECONDED: Director Ireland

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Item 4.6.1	Ms Jill Ludford, Chief Executive spoke to the report. The Board notes the report.
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Item 4.6.2	Ms Jill Ludford, Chief Executive spoke to the report. The Board notes the report.
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Item 5	Critical Issues - nil
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Item 6	Raising on Non Agenda Items Through the Chair - nil
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Item 7	Next Meeting
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The next meeting will be held on 22 March 2023

	Meeting Close
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The meeting closed at 3.30pm.

CERTIFICATION	DECLARATION – BOARD CHAIR
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Name: Mr Adrian Lindner

Signature:

Date: [Insert Date].