

Meeting of the Murrumbidgee Local Health District Board

Date: Thursday, 21 July 2022

Time: 12.30pm – 3pm

Venue: Yindyamarra 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	PV
Ms Andrea Jordan	P
Mr Geoff Twomey	PV
Mr Adrian Lindner	P
Mr John Ireland	AP
Ms Elke Cleverdon	P
Ms Elizabeth Dixon	P
Dr Alam Yoosuff	P
Ms Mary Atkinson	P
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 Tegan Reid	Acting Director Operations West, Murrumbidgee Local Health District	P
Ms Emma Field	Director Integrated Care and Allied Health, Murrumbidgee Local Health District	P
Ms Jacqui Zutt	Board Secretariat Murrumbidgee Local Health District	P

Invited Guests

Ms Helen Emmerson	Director People and Culture, MLHD	PV
Ms Jenny Spain	CAE/CRO Governance, Risk and Audit Manager, MLHD	P
Ms Jackie Brodie	District Manager Aboriginal Health Strategy, Policy and Performance, MLHD	P
Ms Rosemary Garthwaite	General Manager Aged Care, MLHD	P

Presentation from Dr James Mackie and Dr Trish Bradd, Clinical Excellence Commission

Dr James Mackie and Dr Trish Bradd, Clinical Excellence Commission provided an information session to the Board on the governance of quality and safety. Key items of discussion included:

- Using QIDS to facilitate data-led improvement.
- Quarterly volume of HACs
- Using data for improvement
- Patient incidents, harm score 1 and 2
- Case study – strengths and challenges in how Board governs quality and safety

The Board thanked Dr Mackie and Dr Bradd for providing this session.

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

The meeting was declared open at 1.10pm by the Chair, Dr Thomas Douch. Apologies were received from Mr John Ireland.

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

The minutes of the Board Meeting held on 16 June 2022 were accepted as a true and accurate record of the meeting.

MOVED: Director Dixon

SECONDED: Director Jordan

Item 2.2	Health Care Safety & Quality Committee
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The minutes of the Health Care Safety & Quality Committee meeting held on 16 June 2022 were accepted as a true and accurate record of the meeting.

MOVED: Director Lindner

SECONDED: Director Jordan

Item 2.3	Audit and Risk Committee
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Minutes of the Audit and Risk Committee held on 2 June 2022 were noted.

Item 3	Actions from the Previous Minutes
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Item 3.1	
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Action List was discussed.
Closures accepted include:

- B21/12-005
- B22/05-002
- B22/05-008
- B22/05-010
- B22/05-013
- B22/05-015
- B22/06-001

Merge B22/03-004 and B22/03-005 into one action item with a due date of August 2022.

Ms Tegan Reid, Acting Director Operations West and Ms Rosemary Garthwaite, General Manager Aged Care spoke to the report.

Item 4	New Business
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Item 4.1	
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Item 4.1.1	
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Ms Helen Emmerson, Director People and Culture joined the meeting virtually and spoke to the report.

The Board noted the report.

Item 4.2	Sustainable and Well Manager Resources
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Item 4.2.1	MLHD 2022/23 Service Level Agreement
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Ms Jill Ludford, Chief Executive and Mr Kevin Lawrence, Director Finance and Performance spoke to the Service Level Agreement (SLA).

Key items of discussion included:

- MLHD received an interim SLA on 21 June, 2022. The SLA contains both financial and non financial deliverables.

The Board accepts the MLHD 2022/23 Service Level Agreement as presented to the Board.

MOVED: Director Cleverdon

SECONDED: Director Lindner

ACTION: Service Level Agreement update to come to Board in October 2022.

Item 4.2.2	Risk Management Report
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Ms Jenny Spain, CAE/CRO Governance, Risk and Audit Manager joined the meeting and spoke to the report.

The Board notes the report.

Item 4.2.3	Quarterly Board Report for January to March 2022 – NSW Health
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Ms Jill Ludford, Chief Executive spoke to the report.

It was brought to the attention of the Board the date for reporting on Hospital Acquired Complications is incorrect (bottom of page 6). The Hospital Acquired Complications in the January to March 2022 Board Reports were reported as at 30 May 2022.

The Board noted the report.

Item 4.3	A culture of Excellence
Item 4.3.1	Communications report

Ms Jill Ludford, Chief Executive spoke to the report.

The Board notes the report.

ACTION: Write to the Awards Committee to thank the team for the work involved in the MLHD Staff Excellence awards.

Item 4.4.1	2022 Aboriginal Cultural Engagement Self-Assessment Audit Tool
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Ms Jackie Brodie, District Manager Aboriginal Health Strategy, Policy and Performance joined the meeting and spoke to the report.

The Board noted the report.

ACTION: update on implementation of the 2022 Aboriginal Cultural Engagement Self-Assessment audit tool to come to February 2023 Board meeting.

Item 4.5	
Item 4.5.1	

Ms Jill Ludford, Chief Executive spoke to the report.

The Board notes the report.

Item 4.5.2	
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Ms Jill Ludford, Chief Executive spoke to the report.

The Board notes the report.

Item 5	Critical Issues
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Nil.

Item 6	Raising of Non Agenda Items Through the Chair
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Item 7	Next Meeting
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The next meeting will be held on 18 August 2022

	Meeting Close
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The meeting closed at 3.11pm.

CERTIFICATION	DECLARATION – BOARD CHAIR
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Name: Dr Thomas Douch

Signature:

Date: [Insert Date].