

## Meeting of the Murrumbidgee Local Health District Board

Date: Thursday, 20 October 2022

Time: 12.30pm

Venue: Virtual Meeting or Wiradjuri 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	AP
Mr Geoff Twomey	PV
Mr Adrian Lindner	AP
Mr John Ireland	AP
Ms Elke Cleverdon	PV
Ms Elizabeth Dixon	P
Dr Alam Yoosuff	PV
Ms Mary Atkinson	AP
Ms Cheryl Penrith	PV

### 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	PV
Ms Carla Bailey	Director Operations East, 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	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 Emma Field	Director Integrated Care and Allied Health, MLHD	PV
Ms Brigid Bourke	Associate Director Finance and Performance, MLHD	P

<b>Item 1</b>	<b>Welcome, Apologies and Acknowledgment of Country</b>
<b>Item 1.1 and Item 1.2</b>	<b>Welcome</b>

Prior to the Board meeting the Chair and Director Dixon visited the MLHD Flood HEOC. The meeting was declared open at 1.09pm by the Chair, Dr Thomas Douch. Apologies were received from Director Adrian Lindner, Director Andrea Jordan, Director Mary Atkinson and Director 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.

Following the visit to the MLHD HEOC, the Chair assured the Director's they can have great confidence in the support health are providing with the current flooding challenges.

### **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: Chair and Director Yoosuff noted interest in current and previous roles at VMOs with MLHD.

### **Item 1.4 Patient story**

The Chief Executive shared the story of a resident's family and the care provided by the staff at Gundagai MPS.

<b>Item 2</b>	<b>Confirmation of Previous Minutes</b>
<b>Item 2.1</b>	<b>MLHD Board – September 2022</b>

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

MOVED: Director Cleverdon

SECONDED: Director Dixon

<b>Item 2.2</b>	<b>MLHD Planning Resources and Performance</b>
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The minutes of the Planning Resources and Performance meeting held on 15 September 2022 were accepted as a true and accurate record of the meeting.

MOVED: Director Penrith

SECONDED: Director Twomey

**Item 2.3**

No meeting held.

**Item 3**      **Actions from the Previous Minutes**

**Item 3.1**      **Action List**

Action List was discussed.  
Closures accepted include:

- B22/06-001
- B22/07-004
- B22/08-001
- B22/08-003
- B22/08-004
- B22/09-002
- B22/09-004

**Item 3.2**      **VMO audit update**

Ms Jenny Spain, Director Governance and Risk joined the meeting and spoke to the report.

The Board noted the report and welcomes the audit. The Board endorses that VMO payments should reflect payment for the services provided in a timely manner.

**Item 3.3**      **Service Agreement: Performance KPI quarterly update**

Mr Kevin Lawrence, Director Finance and Performance joined the meeting virtually and spoke to the report.

The Board noted the report and thanked the Finance team for developing this report.

**Item 4**      **New Business**

**Item 4.1**      **Service Agreement and Foundations For Success – Data Analytics**

**Item 4.1.1**

Ms Emma Field, Director Integrated Care and Partnerships joined the meeting virtually and spoke to the report.

The Board noted the report.

**Item 4.1.2**      **Children’s services update**

Ms Emma Field, Director Integrated Care and Partnerships joined the meeting virtually and spoke to the report.

Key items of discussion included:

- The Community Paediatrician is employed by MLHD 5 days a fortnight and jointly funded by Murrumbidgee PHN. In partnership with the MPHN and four GP practices in Wagga, Hay, Deniliquin and Gundagai a model of care to enhance GP care to paediatric patients with developmental or behavioural concerns is being developed and piloted. The age of eligibility is 0-7 years.
- Wellbeing Nurses are employed to support school communities across seven (8) base locations. These include Young, Batlow, Wagga Wagga, Henty, Griffith, Leeton, Deniliquin and Barham. Funding is allocated to positions in Narrandera and West Wyalong however recruitment has thus been unsuccessful with further work underway to support targeted recruitment

The Board noted the report and supports the existence of programs which supports access, equality and care to disadvantage children in our communities.

**Item 4.1.3**      **MLHD Performance Report**

Ms Robyn Manzie, Director Mental Health Drug and Alcohol joined the meeting virtually and spoke to the MHDA report.

Key items of discussion included:

- MLHD was recognised at the statewide eating disorders meeting for its' success in implementing a cohesive multidisciplinary team in the inpatient setting. Coordinator and psychiatrist invited to speak at upcoming symposium regarding this roll out of education.
- The Mental Health Inpatient Unit Family Room Project is completed. The upgrades to the family room were reopened on 19 October by the Director Mental Health Drug and Alcohol.
- Safeguards – Recruitment of Safeguards clinicians has progressed during August.
- MHECS have continued to expand the PACER service to new areas and to NSW Ambulance in our area. There is increased use, particularly in Wagga. Interest has grown in the virtual model after we were invited to attend a police training day in Young and spoke with over 30 officers.
- Recent appointment of Dr Hesta Wilson as the Director for Drug and Alcohol, MLHD.

Ms Carla Bailey, Director Clinical Operations (East) spoke to the Operations report. Key items of discussion included:

- Coolamon CSP is currently out for consultation. Deniliquin and Leeton CSPs are being finalised.

The Board noted the reports, in particular the developments in the area of drug and alcohol services.

#### **Item 4.1.4 State Performance Report**

Noted.

#### **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.

The Board notes the information provided and complemented Director People and Culture and her team for their work on incentive payments and deliverables for October 2022.

#### **Item 4.2.2 Workforce deep dive**

Ms Jenny Spain, Director Governance and Risk joined the meeting and spoke to the report.

Key items of discussion included:

- Acknowledge the power of good leadership.

The Board notes the information provided.

#### **Item 4.3 Sustainable and Well Managed Resources**

##### **Item 4.3.1 Finance Update – September 2022**

The Director Finance and Performance joined the meeting virtually and spoke to the report.

The Board notes the information provided, in particular the forecast for financial results and changes in expenses to staff related costs.

#### **Item 4.3.2 Accounts for Write Off – September 2022**

Accounts for Write Off – September 2022 approved.

MOVED: Director Cleverdon SECONDED: Director Yoosuff

<b>Item 4.3.3</b>	<b>Restricted Assets Balances (SP&amp;T)</b> Noted.
<b>Item 4.3.4</b>	<b>Custodial Trusts (External Trusts)</b> Noted.
<b>Item 4.3.5</b>	<b>Efficiency Improvement Plans</b> The Director Finance and Performance joined the meeting virtually and spoke to the report.  The Board notes the information provided and visit by Mr Matthew Daly, Deputy Secretary, Patient Experience and System Performance, NSW Health in December.
<b>Item 4.3.6</b>	<b>Risk Management Report</b> Ms Jenny Spain, CAE/CRO Governance, Risk and Audit Manager joined the meeting and spoke to the report.  The Board notes the report.
<b>Item 4.3.7</b>	<b>Corporate Governance Attestation</b> Ms Jenny Spain, CAE/CRO Governance, Risk and Audit Manager joined the meeting and spoke to the report. Key items of discussion included: <ul style="list-style-type: none"> <li>• Annual Corporate Governance Attestation Statement must be submitted to the Ministry as a part of the annual performance review process.</li> <li>• Provides confirmation that each NSW Health organisation has sound governance systems and practices and attains the minimum expected standards.</li> </ul> <p>MOVED: Director Dixon    SECONDED: Director Cleverdon</p> <p>The Board endorses the Corporate Governance Attestation Statement.</p>
<b>Item 4.3.8</b>	<b>MLHD Privacy Annual Report</b> The Director Finance and Performance joined the meeting virtually and spoke to the report.  The Board notes the Report and a breach of the Code of Conduct rather a MLHD process matter.
<b>Item 4.3.9</b>	<b>MLHD Medico Legal Report</b> Ms Jill Reymont, Director Clinical Governance joined the meeting and spoke to the report.  The Board notes the report.
<b>Item 4.4</b>	<b>Lifting Health Outcomes</b>
<b>Item 4.4.1</b>	<b>MLHD Safety &amp; Quality Account</b> The document is being edited and will be presented to the November 2022 Board meeting.
<b>Item 4.5</b>	<b>A Culture of Excellence</b>
<b>Item 4.5.1</b>	<b>Community Engagement</b> Ms Jill Ludford, Chief Executive spoke to the report. Key items of discussion included:

- Around 100 delegates attended the Finley LHAC Forum on Monday 26 and Tuesday 27 September 2022. The theme “Build stronger communities with inspired thinking”, was well received, and the topics were discussed vigorously at round table discussions.
- A presentation by Minister for Regional Health Bronnie Taylor on strengthening community engagement was followed by a question and answer session.
- Four staff from the newly formed Rural Health Division were also in attendance.
- The Regional Health Division is developing a framework to support the LHACs with advocating for health matters in their communities.

The Board notes the report.

MOVED: Director Penrith SECONDED: Director Dixon

<b>Item 4.6</b>	<b>Providing Safe Consistent Person Led Healthcare</b>
<b>Item 4.6.1</b>	

Ms Jill Ludford, Chief Executive spoke to the report.

Key items of discussion included:

- In light of the state-wide Brighter Beginning Program commencing, the final Healthy Kids Bus stop, a partnership with Royal Far West, will be held in Tumut on 27 October, 2022.
- Consultation on the draft NSW Regional Health Plan is underway, encourage everyone to provide feedback.
- Four members from the Murrumbidgee region have been appointed to the Regional Advisory Panel.

The Board notes the report.

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Ms Jill Ludford, Chief Executive spoke to the report.

The Board notes the report and rapid media approach.

<b>Item 5</b>	<b>Strategic environmental scan discussion</b>
<b>Item 6</b>	<b>Raising on Non Agenda Items Through the Chair</b>
<b>Item 7</b>	<b>Next Meeting</b>

The next meeting will be held on 17 November 2022

	<b>Meeting Close</b>
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The meeting closed at 3.30pm.

<b>CERTIFICATION</b>	<b>DECLARATION – BOARD CHAIR</b>
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Name: Dr Thomas Douch

Signature:

Date: [Insert Date].