

Meeting of the Murrumbidgee Local Health District Board

Date: Wednesday, 24 November 2021

Time: 12.30pm

Venue: Room, Yindymarra Meeting Room, Wagga 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	AP
Ms Elke Cleverdon	P
Ms Elizabeth Dixon	P
Dr Alam Yoosuff	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 Cherie Puckett	Director Operations West, Murrumbidgee Local Health District	P
Ms Fiona Renshaw	Director Integrated Care and Allied Health, Murrumbidgee Local Health District	P
Ms Jacqui Zutt	Board Secretariat Murrumbidgee Local Health District	P

Invited Guests

Ms Jenny Spain	CAE/CRO Governance, Risk and Audit Manager, MLHD	P
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Item 1 **Welcome and Apologies**

Item 1.1 and Item 1.2 **Welcome and apologies**

The meeting was declared open at 12.22pm by the Chair, Dr Thomas Douch. Apologies were received from Mr John Ireland and Dr Alam Yoosuff due to a family illness. The Board wish Dr Yoosuff and his family well.

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:

- Director Douch declared that he is paid by Alpenglow to supervise staff.

Item 2 **Confirmation of Previous Minutes**

Item 2.1 **MLHD Board – October 2021**

The Minutes of the Board meeting held on 27 October 2021 were accepted as a true and accurate record of the meeting.

MOVED: Director Cleverdon

SECONDED: Director Jordan

Item 2.2 **MLHD Health Care Safety & Quality Committee**

The Minutes of the Health Care Safety and Quality Sub Committee meeting held on 27 October 2021 were accepted as a true and accurate record of the meeting.

MOVED: Director Lindner

SECONDED: Director Green

Item 2.3 **Audit and Risk Committee**

The Minutes of the Audit and Risk Committee meeting held on 2 September 2021 were noted by the Board.

Director Cleverdon spoke to the Minutes, she continues to see her role as helping to strengthen the linkages and relationship between the Board and the ARC and linkages with MLHD's strategic priorities.

Item 3 **Actions from the Previous Minutes**

Item 3.1 **Action List**

Action List was discussed.

Closures accepted include:

- B21/10-002

Ms Cherie Puckett, Director Clinical Operations (West) delivered a patient story, Jim's Story. The lessons learnt from Jim's story was the importance of

collaboration, communication and coordination of care; substance withdrawal whilst on dialysis; the use of early drug and alcohol screening, monitoring and intervention where identified and the importance of linking in the Aboriginal Health team.

The Board noted what a positive outcome this collaborative approach had for Jim and look forward to hearing further updates.

Item 4	New Business
Item 4.1	
Item 4.1.1	<p>Ms Jill Ludford, Chief Executive spoke to the report.</p> <p>The Pandemic response has seen an increased demand for healthcare workforce across the state over the last two years. The pandemic and border restrictions have impacted on the ability to attract new staff and to engage a contingent workforce. This has reduced the availability of registered nurses especially to rural areas.</p> <p>The Board notes the modification of some services over the Christmas and New Year period which are in line with state policy and remain committed to maintaining services, with no permanent closures.</p>
Item 4.1.2	<p>MDAAC update</p> <p>Ms Jill Ludford, Chief Executive spoke to the report.</p> <p>The Board notes the update provided and was particularly pleased with the credentialing of the new VMO surgeon for Deniliquin and new VMO GP at Berrigan and Lake Cargelligo.</p>
Item 4.1.3	<p>Draft People Matters Survey</p> <p>Ms Jill Ludford, Chief Executive spoke to the report.</p> <p>The NSW Public Service Commission annually undertakes an engagement culture survey for NSW Health, the People Matter Employee Survey. The survey is an opportunity for staff to tell their experience.</p> <p>The Board notes the information provided and focus on linking MLHD strategic actions to the findings.</p> <p>ACTION: Board to be provided with a summary of outcomes following the upcoming Executive discussion regarding the People Matters Survey results.</p>
Item 4.2	Sustainable and Well Managed Resources
Item 4.2.1	<p>Security audit update</p> <p>Ms Jill Ludford, Chief Executive spoke to the report.</p> <p>The newly formed District Security function within the People and Culture (P&C) Directorate has a strong focus on the behavioural and educational aspects, while closely aligning to the Work Health and Safety and Wellbeing Unit to ensure a safe working environment. The updated security organisation will provide leadership and governance in all areas of security and will apply a District wide approach.</p> <p>The Board notes the update provided and looks forward to receiving bi-annual updates. Any matters of concern will be brought to the attention of the Board by exception.</p>
Item 4.2.2	<p>RCCC update</p> <p>Ms Jill Ludford, Chief Executive and Ms Cherie Puckett, Director Operations (West) spoke to the report.</p>
Item 4.2.3	Public Interest Disclosures/Conflicts of Interest reporting

Ms Jenny Spain, Manager Governance, Risk and Audit joined the meeting virtually and spoke to the report.

The Board notes the Public Interest Disclosures and Conflicts of Interest update noting education programs and training for staff will be promoted in the year ahead.

Item 4.2.4	The Board approved the proposed 2022 Board and Sub-Board meeting dates, noting the move to the third Thursday of the month, with no meeting held in January, 2022.
Item 4.2.5	Quarterly Board Report – KPIs – April to June 2021 – NSW Health Noted.
Item 4.2.6	Ms Jenny Spain, Manager Governance, Risk and Audit joined the meeting virtually and spoke to the report. The Board notes the Public Interest Disclosures and Conflicts of Interest update. Education programs and training for staff will be promoted in the year ahead.
Item 4.3	
Item 4.3.1	Noted. MOVED: Director Jordan SECONDED: Director Lindner
Item 4.3.2	Quality and Safety Account 2020-21 Director Dixon spoke to the Account. A great document to read, refreshing to reflect on the past years achievements including research being undertaken within the MLHD, supporting ageing in the community, increase in the recruitment of mental health staff, remote medical consultation service and reducing in potential hospitalisations. The Board approves the draft Quality and Safety Account 2020-21 in principal noting further edits and content regarding community engagement is being finalised. ACTION: Once the community volunteers page and final edits are completed, the link to the final document to be provided.
Item 4.4	
Item 4.4.1	Chief Executive Report The Chief Executive spoke to the report. The Board notes the information provided.
Item 4.4.2	Communications Report Noted.
Item 5	Critical Issues
Item 5.1	Locally Led Reform
Item 5.1.1	The Chief Executive provided an update.
Item 6	Raising on Non Agenda Items Through the Chair Nil.

Item 7**In camera session – Board members only**

Closed session, not for publication.

Item 8**Next Meeting**

The next meeting will be held on 15 December 2021

Meeting Close

The meeting closed at 2.40pm.

CERTIFICATION**DECLARATION – BOARD CHAIR**

Name: Dr Thomas Douch

Signature:

Date: [Insert Date].