

Meeting of the Southern NSW Local Health District Board No. 2022/4

Date: Thursday, 7 April 2022

Time: 10am

Venue: The Carrington Inn, Bungendore

Minutes for disclosure

In Attendance

Dr Allan Hawke AC, Board Chair	Margaret Bennett, Chief Executive
Beth Hoskins, Deputy Chair	Fiona Renshaw, Executive Director Operations
Leanne Barnes OAM PSM, Board Member (TC)	Virginia Boyd, District Director People and Wellbeing
Lana Callaghan, Board Member (TC)	Sarah Wallace, Director Finance and Performance
Terry Clout PSM, Board Member	Alison Broadbent, Director Clinical Governance
Dr Ken Crofts, Board Member	Dr David Dumbrell, District Director Medical Services
Narelle Davis, Board Member	Lou Fox, District Director Ambulatory Care/COVID-19 Coordinator
Pru Goward, Board Member (TC)	Sarah Galton, General Manager Corporate Services
Geoffrey Kettle, Board Member (TC)	Julie Mooney, Director Nursing, Midwifery and Strategic Projects
Margaret Lyons, Board Member	Jenny Spain, Director Governance, Risk and Audit
Dr Duncan MacKinnon, Board Member	Nicola Yates, Director, Project Management and Commissioning
	Dr Judy Toman, Chair Medical Staff Executive Council (TC)

Apologies

(TC) – Attendance via teleconference	Lana Callaghan, Board Member (TC)
	Dr Liz Mullins, District Director Medical Services
	Damien Eggleton, Director Mental Health Alcohol and Other Drugs

Secretariat

Karen Clark, Executive Officer

Item 1	Welcome and Apologies
Item 1.1	Welcome

The meeting was declared open at 10.03am. The Chair acknowledged the traditional custodians of the land.

Item 1.2	Conflict of Interest Declarations
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No updates were noted.

Item 2	Confirmation of Previous Minutes
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Item 2.1	Confirmation of Minutes of Meeting on 3 March 2022
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The Minutes of the Board meeting held on 3 March 2022 were accepted as a true and accurate record.

Item 2.2	Minutes for Disclosure of 3 March 2022
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The Minutes for disclosure of the Board meeting held on 3 March 2022 were accepted as a true and accurate record.

Item 3	Actions from Previous Meetings
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Item 3.1	Action List
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The Board reviewed the outstanding action list.

Item 4	Leadership
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Item 4.1	Chief Executive Report
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The CE provided an overview of key issues including the recent Ministry meeting to discuss the LHD's performance and forward priorities. The CE also noted the progress of developing an ACT/Southern MOU and establishment of the LHD's clinical trials partnership EOI.

An update on the Premier's Priorities was requested by the Board Chair and is included in meeting papers.

The CE provided an update on the development of the Rural Health Plan.

Meetings have been held with Ministers including a forum with the Eurobodalla community members on 18 March, a briefing provided to Minister Taylor and Minister Tuckerman on 31 March 2022 and a briefing provided to the Member for Bega, Dr Michael Holland on 5 April 2022.

The CE advised that a positive Quarterly Leadership forum was held in March, with great engagement by all participants.

Item 4.2	Board Chair update
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The Chair noted attendance at Secretary Elizabeth Koff's retirement and the 2022 Board conference.

Item 5	Accountability
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Noted.

No March meeting.

Item 5.3	Audit and Risk Committee Meeting
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Noted.

Item 5.4	Performance Committee
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Noted.

Item 5.5	People and Wellbeing Committee
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No March meeting.

Item 5.6	Community Engagement Committee
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Noted

Item 5.7	Aboriginal Health Committee report and minutes
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Noted.

	Noted.
Item 6.1	Action 56/2021 - Quarterly report on implementation of the Anderson report recommendations
	Noted.
Item 6.2	Action - 63/2021 - Baseline FTE number
	Noted.
Item 6.3	Action 64/2021 - Development of the Rural Health Plan
	Noted.
Item 6.4	Action 08/2022 – Review and finalise Board Charter
	Item deferred to the May Board meeting.
Item 6.5	Action 10/2022 - AICD one-day ‘Responsibilities, practice and risk: Issues for Directors’
	Noted. Board members agreed that a poll should be circulated to determine available dates in the second half of the year.
Item 6.6	Action 11/2022 – Briefing: opening Eurobodalla Regional Hospital as a Level 4 hospital
	Noted. EDO spoke about the body of work currently underway to determine the FTE requirements for the new hospital. The Board discussed the need to develop partnerships with metro hospitals to build capacity. The CE advised that the Rural Health Plan will support progressing more formal partnerships for rurals with metros.
Item 6.7	Action 14/2022 - Update on status of the Medicare licence application and business model for the Goulburn MRI.
	Noted.
Item 6.8	External Board review quotations
	Noted. The Board endorsed engagement of Nous Consulting to complete an external review of the SNSWLHD Board.
Item 6.9	Delegation Manual update
	The Board endorsed the amendments to the Delegation Manual as approved by the Performance Committee at their 1 March 2022 meeting.
Item 6.10	Action 15/2022 - Mandatory Training, nursing staff taskforce, workforce plan update
	DDPW provided an update on the Nursing Workforce Taskforce. The diagnostic has been completed, vacancies identified, and a range of recruitment strategies are now being developed. MOH are about to release the NSW Health Workforce Plan 2021 – 2031. The LHD Workforce Plan Framework will reference this plan and other key existing frameworks and strategies. DDPW noted a regional insight strategy which is looking at how to attract staff to regions. Bega, Walgett and Wagga Wagga are the three sites being focussed on in the pilot. The pilot will commence on 11 April, with a meeting with Councils and NSW departments. A report is expected in May 2022. Mandatory training was discussed. The shortage of staff, furloughs and vacancy gap is challenging.
Item 6.11	Risk appetite statement update
	Noted. The Board’s August meeting will include a risk appetite workshop.
Item 7	Presentations
Item 7.1	Patient story

DDCG presented a patient story about a 93-year-old woman who spent a month in hospital. The patient spoke of her feeling that staff had labelled her as an 'old person', and underestimated her mental and emotional capacity. She advised that some nurses had spoken to her with a short tone. After ringing the buzzer, the nurses would come and say 'I'm really busy. I have a lot of other patients. I'll be back soon'. The patient said that this attitude made her feel dismissed.

The patient spoke of some nurses rushing her and asking that she move quickly, which was very challenging. Some staff did not wear name badges, and the patient noted that staff introducing themselves would have helped her to remember their names and develop a relationship.

The patient spoke of the challenge of not being able to have visitors, and with the televisions not working at the hospital, some other resources to help relieve boredom and bring comfort and security would have been very welcome.

This patient story provides some very simple lessons – name badges and an introduction is simple but means so much. Being respectful of others' abilities, giving a patient time, space, and support to do what they can for themselves is empowering.

Despite being busy, we can and should all show kindness and compassion.

Item 7.2 Accreditation preparedness update

DDCG provided an update on accreditation preparedness and a summary of the recent mock survey completed at Coastal Network.

DDGC advised that Standards 1.01 and 1.02 particularly relate to the Board, and provided anticipated questions and proposed responses.

Accreditation updates will continue to be provided at each Board meeting.

Item 7.3 COVID-19 Update

DDIC provided a COVID-19 update.

Daily case numbers are averaging 500, with 5321 active Cases at 28 March 2022. Impacts on schools and teachers are significant. The LHD are seeing 50-90 staff per day furloughed as close contacts or positive test.

Key focus areas continue to be workforce management due to COVID exposures and COVID positive staff.

The LHD have identified staffing requirements needed to support the public health and vaccination requirement for 2022-23.

Booster rates for third doses are slowly increasing. The LHD is sitting above the state average in most LGAs. Focus will expand from 4 April 2022 to identify those eligible for their 4th dose, being those aged >65 (>50 Aboriginal or Torres Strait Islander), those with significant chronic conditions or immunocompromised.

A communications campaign will commence to encourage people to book in for flu vaccination, when available.

Item 8 For Information Only

Item 8.1 Board Correspondence summary

Noted.

Item 8.2 Updated 2022 Board meeting dates

Noted.

Item 8.3 Updated 2022 Board work plan

Noted.

Item 8.4 12/2022 - Information sheets to Local Councils detailing vaccination clinic dates and times, to circulate

Sent to LGA's and Board members 18 March 2022.

Item 8.5 JMO Class Action Update

Noted.

MGRA advised that systems are in place to ensure JMO documentation information is appropriately maintained and discoverable.

Item 8.6 Goulburn Hospital café update

Noted.

EDO advised that the LHD are working with the current provider to establish a one year lease, with consideration of a second year lease. HI will be engaged to concurrently tender at the end of 12 months through an EOI process. Communications are planned to announce the current arrangement, and the EOI to be advertised.

Item 8.7 Goulburn water quality issue update

Noted.

Item 8.8 Delegate and Bombala MPS update

Noted.

Item 8.9 Yass Hospital staffing update

Noted.

Item 8.10 Premiers Priorities – Board update

Noted.

Item 8.11 Rural, Regional and Remote Clinical Trial Enabling Program EOI

Noted. Success, or other, of the EOI and associated funding announcement are expected in May 2022. An update will be provided at the June Board meeting.

Item 8.12 Establishment of the Regional Health Division

Noted.

Item 8.13 Ministry Briefing - Southern NSW Local Health District financial status and operational priorities

Noted.

Item 9 Operational Plan Q3

A Board member commended the work done to summarise and identify areas of risk. Suggested that a traffic light system be added to the report to improve optics.

The Board noted the achievements detailed in the 2021/2022 Operational Plan and requested an update on Q4 achievements at the July 2022 Board Meeting.

Item 10 Business without notice

No items were noted.

Item 11 Meeting Close

The meeting closed at 2.06pm

Date of Next Meeting: Thursday, 6 May 2022 at Crookwell Hospital



The Minutes of the Board meeting held on 7 April 2022 are accepted as a true and accurate record.
5 May 2022
Dr Allan Hawke, AC
Board Chair