

Meeting of the Southern NSW Local Health District Board

No. 2021/1

Date: Thursday, 14 January 2021

Time: 9:00am – 10.00am

Venue: Peppertree Lodge, Queanbeyan Hospital Campus / Teleconference

Minutes for Disclosure

In Attendance

Dr Allan Hawke AC, Board Chair

Dr Ken Crofts, Board Member

Narelle Davis, Board Member

Geoffrey Kettle, Board Member

Russell Fitzpatrick, Board Member

Russell Schneider AM, Board Member

Margaret Lyons, Board Member

Beth Hoskins, Board Member

Margaret Bennett, Chief Executive

Julie Mooney, Acting District Director Operations

Tracey Elkins, Acting Director Quality and Safety

Jill Adams, District Director People and Wellbeing

Bronny Roy, Director Finance and Performance

Damien Eggleton, District Director Mental Health
Drug and Alcohol

Lou Fox, District Director Ambulatory Care

David Dumbrell, District Director Medical Services

Vanessa Barratt, Manager Media and
Communications

Apologies

Mark Harrison, Deputy Chair

Dr Anthony Stevenson, Chair SNSWLHD Medical Staff
Executive Council

Pru Goward, Board Member

Dr Pavan Bhandari, Board Member

Leanne Ovington, Acting Director Nursing and Midwifery

Jenny Spain, Manager Governance, Risk and Audit

Dr Nathan Oates, SNSWLHD Medical Staff Executive
Council

Secretariat

Karen Clark, Executive Officer

Item 1	Welcome and Apologies
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Item 1.1	Welcome
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The meeting was declared open at 9.02am. The Chair acknowledged the traditional custodians of the land and paid respects to Elders past, present and emerging.

The Chair welcomed SNSWLHD Manager Media and Communications Vanessa Barratt, who commenced on 18 December 2020.

Item 1.2	Conflict of Interest Declarations
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No additional changes in material circumstances were noted at the meeting.

Item 2	Confirmation of Previous Minutes
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Item 2.1	Confirmation of Minutes of Meeting on 3 December 2020
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The Minutes of the Board meeting held on 3 December were accepted as a true and accurate record of the meeting.

Item 2.2	Confirmation of Minutes of Meeting on 33 December 2020 for Public Disclosure
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The Minutes for disclosure of the Board meeting held on 3 December were accepted as a true and accurate record of the meeting.

Item 3	Action List
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Item 3.1	Outstanding Actions
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The Board reviewed and discussed the action list.

Item 3.1.1 Action Item 22/2020 - A Draft of Board Above and Below the Line Behaviours and the ELEVATE nine principles were tabled and will be presented to the February 2021 Board meeting for endorsement.

Item 4	Leadership
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Item 4.1	Chief Executive update
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The Chief Executive provided an update to the Board on current issues and the LHD's focus for the coming 90 days.

The COVID-19 situation continues to evolve. A summary of the LHD's proactive response to the NSW and Victorian COVID-19 outbreaks during December 2020 is detailed below.

The LHD is commencing work on project governance for the Eurobodalla Hospital project. Supporting this will be the standing-up of the Coastal Network on 1 February 2021.

A successful Medical Lead orientation day was held in December 2020 for these newly established positions. An EOI will be circulated to determine interest in the role of Chair of Medical Leads. This position sits on the Executive and will report to Board periodically.

The CEC's review of SERH has been completed. The pending report will inform the renewal agenda for SERH.

Joint meetings between the SNSWLHD and ACT Executive teams are held quarterly and are very positive and productive. There is a focus on progressing the MOU between ACT and NSW Health. This MOU is critical to the LHD's forward strategic development.

The District Drug and Alcohol Review final report has been received and will lead renewal of that service.

Progress of the LHD's restructure is now at a critical stage. Interviews for the GM Tablelands have been scheduled for 21 January. Advertisement for the GM Coastal closes in a week. The Executive Director Operations position will be advertised on 18 January, with interviews planned for 19 February. The DONM/Site Manager positions at Bega and Goulburn are advertised, with the Eurobodalla position to be advertised shortly. These are critical positions. The CE noted her confidence that completion of critical restructure actions will be completed in the current financial year.

The LHD maintains a continued focus on financial recovery and a broader focus on Bend The Curve (BTC) initiatives.

The CE summarised her 90 Day focus as being on:

- Standing up of the Coastal Network from 1 February 2021.
- Launching Elevate on 10 March 2021.
- Establishing a plan of action around the CEC recommendations for SERH.
- Providing a paper to Board in February summarising the non-capital infrastructure risks across the LHD.
- Investigating all avenues to improve and plan for future GP recruitment and support for GP practices in the LHD, particularly to the south coast where a number of GPs are supporting overseas-trained GPs and Nursing Homes. All options will be explored through critical partnerships including the ANU and Coordinare. The issue of community access to GP's in rural areas is widespread across all rural areas. DDIC advised that an update on planning for GP recruitment and support has commenced and will be provided to the Board.
- Recruiting to Executive positions and critical leadership roles.

The Chair asked about the Aboriginal Health Manager role. The CE explained that Aboriginal Health Manager, Jackie Jackson reports to DDIC and will periodically attend Board meetings, supported by DDIC, to provide an update on Aboriginal engagement and Aboriginal Health matters. This will provide Board members an overview of the areas of focus for Aboriginal health in the LHD. DDIC has arranged a strategic planning day involving members of the Aboriginal Health Team and other stakeholders. A plan for the next 12 months will be developed at that session which will come to the Board for endorsement. This initial plan will inform a five year plan which will be developed to align the LHD's priorities with State and Commonwealth priorities.

COVID-19 Update:

DDIC provided a COVID-19 update having acted as HSFAC while A/DDO on leave over the Christmas/New Year period. The LHD's escalation process worked very well and an evaluation of the planning process has occurred providing a summation and recommendations for next year's summer plan.

The LHD are maintaining daily meetings to ensure responsiveness to the changing situation, particularly with regard to border closures.

Planning has commenced to identify priority LHD staff for the COVID-19 vaccine roll out in February 2021. There are challenges associated with the Pfizer vaccine and associated logistics. Central vaccination centres are being considered. The LHD's responsibility is to vaccinate Priority A staff. The Commonwealth are responsible for the wider roll out, for example to GP's. A dedicated team will be set aside for 2-3 months to ensure Quality Assurance is met regarding the vaccination roll out.

COVID-19 numbers for the LHD have increased, with 75 cases currently. The most recent cases are returning travellers in Hotel Quarantine but who have an address in the LHD.

Integrated Care update:

Chin Weerakkody has commenced as the LHD's Manager of Virtual Care. A Virtual Care Plan is to be developed with an update to the Board provided later in the year.

DDIC noted the excellent work done by staff in managing the significant increase in contact made to the Oral Health Service over the past 12 months. This is a shared service with MLHD.

The LHD are working with the ACI regarding remote monitoring of COVID patients and developing an exemplar Model of Care with Illawarra Shoalhaven LHD.

Dr Melanie Dorrington resigned from her GP Liaison Officer role to take up a position with ACT Health which will provide an important link between NSW and ACT.

The Integrated Care team held a meeting yesterday involving all key staff to welcome the additional program leaders for cancer, renal and palliative care which are now part of the Integrated Care directorate.

Mental Health, Drug and Alcohol update:

DMHDA advised that the Bega Mental Health unit temporarily closed to visitors in December in response to the increased threat of COVID-19, but has now re-opened.

Dr Tony Gill's report has been received. The report contains 27 recommendations relating to culture and service, including a proposed change of name to Alcohol and Other Drug Services. This aligns with MOH terminology and marks renewal in the Directorate. The LHD are now moving to implement the recommendations with a presentation planned for the Board in February 2021.

The review of Non Acute Mental Health Services has commenced. Terms of Reference for the review have been provided to the Ministry and the Local Member. Three external reviewers have been appointed to the review including a consumer reviewer. Completion of the review is expected by April 2021. The findings will be presented to the Board later in the year.

Bushfire recovery support is continuing. The anniversary period saw several events across the LHD which were community-led and were attended by the LHD's Bushfire Clinicians.

Restructure implementation update:

An Implementation Management Plan has been developed to ensure structured implementation. DDPW is maintaining regular contact with Directors to ensure that key roles are prioritised.

The staff establishment system review has been completed and the final new structure will be uploaded when completed in February.

There are currently 155 new or altered positions which staff are being matched to.

Medical Services update:

The appointments to the 12 Medical Leads were tabled. The LHD has internally advertised the role of EDMS, with interviews to be held on 19 January 2021.

Finance and Performance update:

Implementation of the Finance and Performance team structure has commenced with successful recruitment to two senior positions. Other key positions are being recruited to.

BTC meetings will re-commence in January at District and Site level to maintain timely focus on financial recovery strategies. Bega and Pambula are yet to be visited, but will be visited in February. These site visits have provided insight into local nuances and a clear vision of how the sites need to be supported.

Item 4.2

No update.

Item 5

Item 5.1

The Board noted the summary of correspondence received and sent during December 2020.

Item 5.2

Noted.

Item 5.3 2021 Board meeting Schedule

Noted.

Item 5.4 November 2020 Narrative Report

Noted.

Item 5.5 Bushfire Recovery Update

Noted.

Item 5.6 Establishment of Mental Health Medical Staff Councils

Noted.

Item 9 Business Without Notice

No business without notice was raised.

The meeting closed at 9.48am.

The next formal Board meeting is scheduled for 4 February 2021 and will be the joint Board meeting with Coordinare, held at the Vibe Hotel, commencing at 3pm.

Endorsed for publication



Board Chair Dr Allan Hawke, AC

4 February 2021