

Meeting of the Murrumbidgee Local Health District Board

Date: Tuesday, 21 November 2023

Time: 12.30pm

Venue: Yindyamarra Meeting Room, Wagga District Office

Minutes

Board Members

Name	Present (P) Virtual (V) Apology (AP) Absent (A)
Ms Glynis Ingram (Chair)	P
Mr Adrian Lindner	P
Mr Tony Kolbe	P
Mr John Ireland	P
Ms Elke Cleverdon	P
Ms Elizabeth Dixon	PV
Dr Alam Yoosuff	P
Ms Mary Atkinson	P
Ms Cheryl Penrith	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 Carla Bailey	Executive Director Operations, 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

Name	Title	Present (P) Virtual (V) Absent (A)
Mr Bryce Addison	Strategic Performance Improvement Manager, Murrumbidgee Local Health District	PV
Ms Anne McLeish	Interim Director People and Culture, Murrumbidgee Local Health District	P

Governing Board Members only – closed session

Welcome, Apologies and Acknowledgment of Country

Welcome

The meeting was declared open at 1.30pm by the Chair, Ms Glynis Ingram.

An apology was received from Director Cheryl Penrith.

The Chair acknowledged the traditional owners of the land on which members were participating and paid respects to Elders past, present, future and emerging.

Conflict of Interest Declarations

Members were asked to declare:

- i. Conflicts of interest in relation to the agenda
- ii. Changes in material circumstance.

Nil conflicts declared.

1.0

Extraordinary Presentation

Prior to the Board a Risk Workshop was held with the executive team. Ms Elizabeth Carr, ARC Chair facilitated the session.

A presentation on cybersecurity was provided by Ms Jacinta Ducat, CIO.

2.0

Confirmation of Minutes

Item 2.1

MLHD Board – October 2023

The minutes of the Board Meeting held on 24 October 2023 were accepted as a true and accurate record of the meeting.

MOVED: Director Lindner

SECONDED: Director Kolbe

Item 2.2

Review of Action List

Action List was discussed.

Closures accepted include:

- B23/05-004
- B23/08-002
- B23/09-002
- B23/10-004
- B23/10-006
- B23/10-007
- B23/10-008
- B23/10-009
- B23/10-010
- B23/10-011

- B23/10-012

	Patient/Staff Story
Item 3.1	<p>Patient Story</p> <p>The Board discussed the story. Key items of discussion included:</p> <ul style="list-style-type: none"> • Some patients experience challenges transitioning from metropolitan based services to regional models. • Care co-ordination and providing patient and their families with options is important for consumers to self-manage their care. • Challenges for patients navigating health system. Consumers are not aware of what to ask their treating teams nor what the next steps should be. <p>The Board note the story.</p>
Item 4	For Discussion
Item 4.1	<p>Chief Executive Report</p> <p>Ms Jill Ludford, Chief Executive spoke to the report.</p> <p>The Board notes the report.</p>
Item 4.1.1	<p>Ministry of Health Efficiency Review</p> <p>Ms Jill Ludford, Chief Executive provided a verbal update.</p> <p>The Board notes the verbal update.</p> <p><i>Director Cleverdon stepped out of meeting at 2.50pm.</i></p>
Item 4.1.2	<p>Communications Report</p> <p>Ms Jill Ludford, Chief Executive spoke to the report.</p> <p>The Board notes the report.</p>
Item 4.1.3	<p>Community Engagement Report</p> <p>Ms Jill Ludford, Chief Executive spoke to the report. Key items of discussion included:</p> <ul style="list-style-type: none"> • Resignation of the Moulamein LHAC. <p>The Board notes the report and appointments of new LHAC members and resignations.</p> <p>MOVED: Director Kolbe SECONDED: Director Lindner</p>
Item 4.2	KPI Summary
Item 4.2.1	<p>Finance Report</p> <p>Mr Kevin Lawrence, Director Finance and Performance spoke to the report.</p> <p>The Board notes the report.</p>
Item 4.2.2	<p>Accounts for Write Off - October 2023</p> <p>Mr Kevin Lawrence, Director Finance and Performance spoke to the report.</p> <p>MOVED: Director Atkinson SECONDED: Director Kolbe</p> <p>The Board approved the Accounts for Write Off.</p>
Item 4.2.3	<p>Restricted Assets and Balances</p> <p>The Board noted the report.</p>

Item 4.2.4	Custodial Trusts The Board noted the report.
Item 4.2.5	Efficiency Improvement Plan Mr Bryce Addison, Strategic Performance Improvement Manager joined the meeting virtually and spoke to the report. Key items of discussion included: <ul style="list-style-type: none"> Two advertised positions have been recruited to for commencement in late November, early December. The Senior Health Economist will be an invaluable role in conducting economic appraisals across Murrumbidgee LHD, from clinical models of care to corporate. The other role is a change manager to assist sites in EIP implementation. <p>The Board noted the report and thanked Mr Addison for his continued work.</p>
Item 4.3	Review of Critical Issues
Item 4.3.1	WWBH Maternity Services update Ms Jill Ludford, Chief Executive spoke to the report. Key items of discussion included: <ul style="list-style-type: none"> Special Commission of Inquiry into Birth Trauma hearing will be held in Wagga on 12 December, 2023. <p>The Board noted the report.</p> <p><i>Director Cleverdon returned to the meeting at 3.30pm.</i></p>
Item 5	For Endorsement
Item 5.1	MLHD Board – 2024 Meeting Dates Ms Jill Ludford, Chief Executive spoke to the document. Director Atkinson will join the PRP sub committee and Director Penrith will join the HCSQ sub committee.
Item 5.2	MLHD MDAAC review Ms Jill Ludford, Chief Executive and Ms Carla Bailey, Executive Director Operations spoke to the report. The Board notes the report.
Item 5.3	MLHD Public Interest Disclosure Review Nil Public Interest Disclosures for 2023.
Item 5.4	MLHD Conflicts of Interest Review The Board notes the report.
Item 5.5	MLHD Medico Legal update The Board notes the report.
Item 5.6	PMES Results 2023 Ms Anne McLeish, Interim Director People and Culture joined the meeting and spoke to the report. The Board notes the report.
Item 6	Standing Items
Item 6.1	Board Chair Update
Item 6.1.1	Board/Chair visits: Harden-Murrumburrah and Coolamon

Ms Glynis Ingram, Board Chair provided an update to the Board via email prior to the MLHD Board meeting.

The Board notes the report.

Item 6.1.2	CEC Board HCQC Chairs and Directors of Clinical Governance Forum - verbal
	The Board notes the update.

Item 6.1.3	Matters for Strategic Consideration Following Visits
	Refer Item 6.1.1.

Item 6.2	Board and Staff Meetings
	N/A

Item 6.4	Enterprise Risk Report (ERM)
	The Board noted the report.

Item 7	Presentations
	N/A

Item 8	Sub-Committee and Clinical Councils
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Item 8.1	MLHD Health Care Safety and Quality Committee – October 2023
Item 8.1.1	Endorsed Minutes

The Board approve the Minutes with the amendment to reflect that Director Kolbe was present rather than present virtually.

Item 8.2	MLHD Audit and Risk Committee
	The Board note the Minutes.

Item 9	General Business/Correspondence
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Item 9.1	Raising of Non Agenda Items Through Chair
	Nil.

Item 9.2	Questions Without Notice to CE from Board Members
	Nil.

Item 10	Meeting Reflections
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Completed.

Item 11	Next Meeting
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The next meeting will be held on 19 December 2023

	Meeting Close
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The meeting closed at 3.49pm.

CERTIFICATION	DECLARATION – BOARD CHAIR
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Name: Ms Glynis Ingram

Signature:

Date: [Insert Date].