

Western NSW LHD Board Meeting February 2022  
Virtual  
Wednesday 2 February 2022, 10:30 — 15:30 AEDT

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## **ACKNOWLEDGEMENT OF COUNTRY**

The meeting commenced at 10.35am with the Chair providing an Acknowledgement of Country.

### **Attendance of Members**

Matthew Irvine (Chair), Fiona Bennett, Jason Cooke, Annette Crothers, Dr Colin McClintock, Amanda O'Brien, David Pheeny, Louise Johnson, John Walkom

### **In Attendance**

Mark Spittal, Chief Executive; Sharon McKay, A/Executive Director Operations; Josh Carey, Executive Director Planning, Performance and Funding; Adrian Fahy, Executive Director Quality, Clinical Safety and Nursing; Krissy Ukena, Secretariat and EA to CE.

- 1 Welcome and introduction – New Board Members**  
The Chair welcomed David Pheeny and Louise Johnson as new members of the District's Board.
- 2 Apologies**  
**All members were present.**
- 3 Conflicts of Interest**  
Board members Pheeny and Johnson have now recorded conflicts of interest. The register will be updated and brought to the next meeting.
- 4 Board meeting held 1 December 2021**
  - 4.1 Board Meeting Draft Minutes**  
Minutes of the Board meeting held 1 December 2021 were endorsed by the Board.
- 5 Action Register from Board meeting held 1 December 2021**  
Progress on action items was noted.
- 6 Chair Report**  
The Chair congratulated Mr Mark Spittal on his appointment as Chief Executive and thanked him for his ongoing efforts whilst acting in the role.  
  
The appointment of David and Louise as new Board Members complements the Board's membership. One vacancy remains. The Board will continue to progress recruitment as suitable candidates are identified.  
  
Board Chairs from Rural LHDs recently had an opportunity to meet with Minister Taylor in her new portfolio as Minister for Regional Health.
- 7 Chief Executive Report**  
Mr Spittal spoke to the report which was noted by the Board highlighting:

- The establishment of new Ministerial Portfolios including Minister for Regional Health and Minister for Western NSW.
- COVID-19 case numbers have plateaued, and it is anticipated this trend will continue.
- There is still significant pressure on the system, with more covid-related hospitalisations during January 2022 than at any other time during the pandemic.
- Staff fatigue is acknowledged. The LHD will work with facilities to support individual teams.
- The LHD continues to work with the Western NSW Primary Health Network to support the COVID-19 vaccination rollout.
- The LHD has established three COVID-19 vaccination hubs in Dubbo, Bathurst and Orange as well as six satellite sites in smaller towns. Mobile community teams are being deployed to other locations.
- Dr Canalese, former Board Member, was recognised for his ongoing contribution to the staff COVID-19 vaccination program.
- The CE report format has been amended and this was supported by Board Members.
- Elsa Dixon Aboriginal Employment Grant (EDAEG) has been received to support 32 School based Aboriginal trainees for a two-year period.  
[Action: Mr M Spittal to provide advice regarding number of positions filled and maintained.](#)  
[Action By: Mr M Spittal Action Due: March 2022](#)
- The passing of an Aboriginal Man at Dubbo Health Service in 2021 was discussed. It was acknowledged the family have been consulted and a clinical review conducted.

*Mr John Walkom joined the meeting*

#### **7.1 WNSWLHD Performance Scorecard – November and December 2021**

The scorecards were noted by the Board.

#### **7.2 NSW Health League Table (October 2021)**

The Health League Table was noted by the Board.

### **8 Cowra redevelopment**

*Mr Jeff Morrissey, Executive Director Corporate Services & Clinical Support and Ms Maryanne Hawthorn, Director Health Intelligence Unit joined the meeting.*

Mr Morrissey and Ms Hawthorn spoke to the brief and provided a presentation (refer to papers).

Planning progress was noted and a discussion held:

- The Cowra Health Service redevelopment is currently in master planning stage led by Health Infrastructure (HI), with recent work on value management options due to budget shortfall.
- Health Infrastructure have projected the costs for redevelopment to the Ministry of Health, noting that the approved scope results in a budget shortfall. Solutions to this issue are currently being worked through.
- Existing staff accommodation is well utilised including additional offsite accommodation.

[Action:](#)

[LHD to continued discussion with NSW Ministry of Health and Health Infrastructure regarding the financing of the Cowra Health Service redevelopment.](#)

[Action By: Mr M Spittal, Mr J Carey and Mr J Morrissey. Action Due: April 2022](#)

*Mr Morrissey left the meeting.*

## 8.1 Meaningful Engagement

*Ms Maryanne Hawthorn, Director Health Intelligence Unit remained in the meeting. Ms Kerrie O'Neill, Redevelopment Change Manager and Dr Laura Stephens, Staff Specialist Pediatrician Bathurst joined the meeting.*

The meeting paused to welcome and introduce Dr Laura Stephens to the meeting. Dr Stephens joined the meeting as a representative of the District Medical Staff Executive Council.

Ms Hawthorn spoke to the brief and provided a presentation (refer to papers).

The proposed approach and model for Meaningful Engagement with the community and health service consumers was noted by the Board and a discussion held:

- The approach was supported
- Visibility of leadership is essential. Further consideration is required regarding the Board's role.
- Outcome measures are still be determined
- Health literacy needs to be considered when finalising documentation and information
- Style of engagement needs to suit the community

### Action:

As part of the strategy development, ensure a program is developed to equip all staff, not just senior leaders, to engage with consumers.

Action By: Ms M Hawthorn, Director Health Intelligence Unit. Action Due: May 2022

*Ms Hawthorn, Ms O'Neill and Dr Stephens left the meeting*

## 9 Break

## 10 Planning, Performance and Funding

### 10.1 Financial Performance Report

Mr Carey spoke to the report which was noted by the Board and highlighted:

- There was a favourable result for the month of December 2021
- The month had an unfavourable revenue result
- YTD forecast remains unfavourable with refinement of this forecast to be completed during February
- LHD is meeting with Ministry of Health in February to discuss 2022/23 budget.

### 10.2 Finance & Performance (F&P) Committee 25 January 2022 Draft Minutes

The draft minutes were noted by the Board.

### 10.3 Finance & Performance Committee Chair Comments

Director Bennett highlighted:

- Discussion re current year variability and noted impact of the time to recruit and onboard staff related to the Dubbo Health Service redevelopment on the end of year favourability
- March meeting will have a detailed discussion on forecast
- The committee also discussed staff wellbeing

## 11 Clinical Operations

### 11.1 **Executive Director Clinical Operations Report**

Ms McKay spoke to the report which was noted by the Board and highlighted:

- The number of staff furloughed, due to COVID-19, continues to put pressure on the system.
- Elective surgery will resume next week.
- Recruitment of Radiation Oncologists has been successful.
- A Director for the Cath Lab has been appointed.
- The virtual clinical pharmacy continues to be rolled out across the LHD.
- Staff at Warren Multipurpose Service were acknowledged for their management of positive COVID-19 residents.
- Discussion regarding staffing vacancies at Bourke Multipurpose Service.

## 12 **Quality, Clinical Safety and Nursing**

*Mr Adrian Fahy, Executive Director Clinical Safety joined the meeting*

### 12.1 **Patient Story – Lessons Learned**

Mr Fahy spoke to the patient story which was noted by the Board.

### 12.2 **Executive Director Quality, Clinical Safety and Nursing**

Mr Fahy spoke to the report which was noted by the Board highlighting:

- Falls prevention outside of patients in our care is being looked at more broadly in NSW. The project will identify and support at risk patients in our communities.
- A statewide Infection Prevention and Control (IPC) Leadership program designed specifically for NSW Health personnel has been developed. LHD staff are involved.
- Patient Safety Data for November and December were included in the papers. At the end of December 2021, there were eight overdue recommendations from Serious Adverse Events.
- Preparation is underway for rural sector accreditation.
- A number of facilities have transitioned to electronic safety huddles enabling greater reporting and analysis.
- Emergency Department patient experience will recommence at a state level this month.

### 12.3 **Health Care Quality Committee (HCQC)**

There was no meeting held in December 2021 or January 2022

### 12.4 **HCQC Chair Comments**

Director O'Brien recognised the level of quality and innovation displayed at the LHD's annual Health Awards held late 2021.

## 13 **Medical and Dental Appointments Advisory Committee (MADAAC)**

### 13.1 **MADAAC Meeting 15 December 2021 Draft Minutes**

The draft minutes and recommendations were noted by the Board.

### 13.2 **MADAAC Chair Comments**

Director Irvine advised the meeting was positive with a number of appointments.

A slight amendment to the minutes is required noting Director Walkom as an apology.

**Action:**

[Review minute templates for Board Sub Committee meetings and ensure consistency in use of template and recording attendance, apologies and those who are absent.](#)

Action By: K Ukena      Action Due: March 2022

**14      District Clinical Council (DCC)**

**14.1    DCC Meeting 15 December 2021 Draft Minutes**

The draft minutes were noted by the Board. Mr Spittal advised that it was a positive meeting, well attended.

**15      General Business**

**15.1    Virtual Rural Generalist Service and Rural Sectors Projects**

The CE spoke to the briefing note advising work is progressing.

**16      Reflection of Meeting**

A brief discussion was held. It was agreed the revised meeting papers reduced duplication and the new format supported. The meeting ran to time and provided ample time for discussion.

**17      Closed Session**

Closed session for Board and Chief Executive. All other non-Board members left the meeting.

**There being no further business the meeting was closed at 15.30 pm**

Signed:  \_\_\_\_\_ Date: 1 March 2022