

## Meeting of the Murrumbidgee Local Health District Board

Date: Thursday, 21 April 2022

Time: 1.15pm

Venue: Room, Yindyamarra 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	PV
Mr Geoff Twomey	AP
Mr Adrian Lindner	P
Mr John Ireland	PV
Ms Elke Cleverdon	P (entered the meeting late and exited the meeting at 3.12pm)
Ms Elizabeth Dixon	AP
Dr Alam Yoosuff	PV
Ms Mary Atkinson	AP
Ms Cheryl Penrith	P

### 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
Mr Troy Trgetaric	Acting Director Operations East, Murrumbidgee Local Health District	PV
Ms Robyn Manzie	Director Mental Health Drug and Alcohol, Murrumbidgee Local Health District	PV
Ms Jacqui Zutt	Board Secretariat Murrumbidgee Local Health District	P

## Invited Guests

Ms Helen Emmerson	Director People and Culture, MLHD	PV
Ms Jenny Spain	CAE/CRO Governance, Risk and Audit Manager	P

### **Bureau of Health Information**

Dr Diane Watson, Chief Executive, Bureau of Health Information(BHI), addressed the Board for an education session. Areas of focus for the session included BHI statutory functions, products and services and ensuring health information is high quality and accessible to support transparency, trust and accountability. Dr Watson outlined the BHI interface with the Future Health strategies as they align to the MoH Strategic Framework and integrating, accessing and utilising health information.

<b>Item 1</b>	<b>Welcome, Apologies and Acknowledgment of Country</b>
<b>Item 1.1 and Item 1.2</b>	<b>Welcome</b>

The meeting was declared open at 1.30pm by the Chair, Dr Thomas Douch. Apologies were received from Director Twomey, Director Atkinson and Director Dixon.

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: nil
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<b>Item 2</b>	<b>Confirmation of Previous Minutes</b>
<b>Item 2.1</b>	<b>MLHD Board – March 2022</b>

The minutes of the Board Meeting held on 17 March 2022 were accepted as a true and accurate record of the meeting.

Amend Minutes to reflect Ms Carla Bailey's attendance (not virtual) and Director Green, Director Dixon and Director Jordan lead discussion on Board Charter review.

MOVED: Director Lindner

SECONDED: Director Cleverdon

<b>Item 2.2</b>	<b>MLHD Health Care Safety &amp; Quality Committee</b>
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The minutes of the Health Care Safety and Quality Sub Committee Meeting held on 17 March 2022 were accepted as a true and accurate record of the meeting.

MOVED: Director Lindner

SECONDED: Director Penrith

<b>Item 2.3</b>	<b>Audit and Risk Committee</b>
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Minutes of the Audit and Risk Committee held on 14 April, 2022 not yet available.

<b>Item 3</b>	<b>Actions from the Previous Minutes</b>
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Action List was discussed.

Closures accepted include:

- B21/09-006 – Medical Imaging Efficiency Review report – update following on tender progression
- B22/03-001 – present to NSW Health regarding MLHD financial stability
- B22/03-008 – a brief to the Secretary regarding service reduction and to advise Ministers accordingly

<b>Item 4</b>	<b>New Business</b>
<b>Item 4.1</b>	<b>Service Agreement and Foundations For Success – Data Analytics</b>
<b>Item 4.1.1</b>	<b>MLHD Performance Report</b>
	<p>Mr Troy Trgetaric, Acting Director Clinical Operations (East) spoke to the Operations report.</p> <p>Mr Trgetaric outlined work underway to enhance Emergency Department performance at Wagga and Griffith Base Hospitals. COVID pathways and workforce shortages have impacted performance over the past 12 months, however strategies have been adopted to ensure timely offloading of ambulances (transfer of care) and enhancing both ED and hospital capacity to enhance patient flow.</p> <p>Information was provided to the Board regarding the additional surgery recovery work, which includes additional activity in underage surgery deferred during COVID.</p> <p>Ms Robyn Manzie, Director Mental Health Drug and Alcohol spoke to the MHDA report.</p> <p>Key items of discussion included:</p> <ul style="list-style-type: none"><li>• The Mental Health and Drug and Alcohol Directorate has now launched the Specialist Adult Community Health Model of Care called Realising Recovery. This is based on the Reimagining Adult Community Mental Health Framework developed previously, and translates that Framework into a Model of Care. The Model of Care will be implemented in all the Community MHDA teams in coming months.</li><li>• Funding available for 14 COVID support positions. MLHD have opted for mental health support workers, now referred to as ‘COVID angels’.</li></ul> <p>The Board noted the reports and innovative approach by the MHDA team.</p> <p><b>ACTION: Provide ETP update as part of the next Operations performance report.</b></p>
<b>Item 4.1.2</b>	<b>State Performance Report</b>
	<p>Noted.</p>
<b>Item 4.2.1</b>	<b>Workforce update</b>
	<p>Ms Helen Emmerson, Director People and Culture joined the meeting virtually and spoke to the report.</p> <p>Key items of discussion included:</p> <ul style="list-style-type: none"><li>• Service modifications have been approved by the Secretary and the Ministers advised–commenced 11 April 2022. Communication was undertaken with staff, LHACs and Councils in each of the areas, and the District is committed to restoring the services as outlined. The temporary modifications focus on staff wellbeing at the three sites.</li><li>• The Critical Vacancy Taskforce continues to focus on priority sites with critical vacancies and facilitates sourcing, recruitment and movements of workforce cross allocated facilities.</li></ul>

- The MLHD executive endorsed the governance model for the workforce attraction, retention program of work. This includes integrated operations, people and culture and nursing/midwifery directors. The governance group will confirm priorities, monitor impact and galvanise support and resources for impact.
- The District has offered contracts to 70 additional new graduate nurses in addition to the February and August intake. The new nurses will be supported in a new graduate program with additional nurse educator capacity.

The Board notes the information provided.

**Item 4.2.2 Workforce modifications**

The Chief Executive spoke to the report.

The Board notes the information provided.

**Item 4.2.3 Security update**

Ms Helen Emmerson, Director People and Culture joined the meeting virtually and spoke to the report.

Key items of discussion included:

- Eight facilities have been audited over the last quarter using the Security Improvements Audit Tool (SIAT).
- Reporting has identified the following risks:
  - Security Risk Management - Risk Assessments
  - Duress Systems
- A working party is ensuring action on short term issues and clarifying medium to longer term strategies and actions to reduce risk.
- Future reports will include MLHD performance against the key priority indicators used to manage identified Security risks. The areas measured will identify area for improvement and mitigation strategies.

The Board notes the information provided.

**Item 4.3.1 Finance Update – March 2022**

The Director Finance and Performance spoke to the report.

The Board notes the information provided.

**Item 4.3.2 Accounts for Write Off – March 2022**

Accounts for Write Off – March 2022 approved.

MOVED: Director Lindner    SECONDED: Director Green

**Item 4.3.3 Restricted Assets Balances (SP&T)**

Noted.

**Item 4.3.4 Custodial Trusts (External Trusts)**

Noted.

**Item 4.3.5 Risk Management Report**

The Board notes the report.

**ACTION: provide commentary as to why the bushfire risk (Risk 282) rating has moved from low to medium risk. Will this change again now that bushfire season has passed?**

**Item 4.3.6 MLHD Capital Investment Plans 2022/2024**

Mr Darren Green, Manager of Assets and Clinical Technology joined the meeting virtually and spoke to the report.

Key items of discussion included:

- MLHD is required to submit asset management plans to Ministry of Health and identified priority projects. This is in line with the new Asset Management Framework (AMF), Strategic Asset Management and Asset Management Plans (SAMP and AMP) (formerly known as Asset Strategic Plan (ASP)).
- Asset Management and Service Planning Staff are now preparing the Priority applications for submission to MOH by 30 June 2022.

The 2022 – 2024 Rural Health Minor Capital Works Projects and Aboriginal Health Capital Works Program submissions were also outlined.

MOVED: Director Jordan   SECONDED: Director Lindner

The Board endorses the identified 2022-2024 Capital Investment Plan (CIP) Rural and Aboriginal Health Program Priority Projects, prior to project applications being submitted to NSW Health and support that the SAMP and AMP submission to the September 2022 Board meeting.

Mr Darren Green, Manager of Assets and Clinical Technology joined the meeting virtually and spoke to the report.

Key items of discussion included:

- On 6 December 2021, \$45.3 million was announced to deliver modern, sustainable accommodation for health workers close to health facilities in the Murrumbidgee, Southern NSW and Far West Local Health Districts. \$15 million has been allocated to MLHD.
- Recruitment and retention of staff is significantly impacted by the lack of suitable accommodation across the LHD. A blended accommodation model is being proposed to support the diversity of candidates.
- Housing availability has reduced significantly over the last year, there are less houses to buy and rent in the majority of locations. Candidate expectations in relation to housing has changed in recent years, with shared rooms/ amenities no longer attractive. Lack of suitable accommodation in rural towns has seen applicants unable to accept positions.
- While short term hospital-based accommodation may be available, there are increasing numbers of towns where no rental accommodation is available. The District is leasing houses when they become available.
- A review of all MLHD staff accommodation portfolio has been undertaken outlining existing dwellings requiring upgrades and insufficient staff accommodation beds available.

The Board notes the report.

**ACTION: An update to be provided to the Board as part of the Chief Executive report for the May 2022 meeting.**

Awaiting the publication of the NSW Future Health Plan.

**Item 4.5      A Culture of Excellence**

**Item 4.5.1    Community Engagement**

Ms Jill Ludford, Chief Executive spoke to the report.

The LHAC forum was well attended. MLHD want the LHACs to feel valued and heard. Important that we commit to ensuring that LHACs receive feedback on concerns or ideas in a timely manner.

The Board notes the report.

<b>Item 4.5.2</b>	
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The Board notes the report.

<b>Item 4.6</b>	
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<b>Item 4.6.1</b>	
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Ms Jill Ludford, Chief Executive spoke to the report.

The Board notes the report.

<b>Item 4.6.2</b>	
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Ms Jill Ludford, Chief Executive spoke to the report.

The Board notes the report.

<b>Item 5</b>	<b>Critical Issues</b>
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<b>Item 5.1</b>	<b>Locally Led Reform</b>
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Nil.

<b>Item 6</b>	<b>Raising of Non Agenda Items Through the Chair</b>
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<b>Item 6.1</b>	<b>Review of NSW Health Board Conference</b>
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Key items of discussion included:

- Found most sessions informative, particularly the environmental sustainability break out session.

<b>Item 7</b>	<b>Next Meeting</b>
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The next meeting will be held on 19 May 2022

	<b>Meeting Close</b>
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The meeting closed at 3.39pm.

<b>CERTIFICATION</b>	<b>DECLARATION – BOARD CHAIR</b>
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Name: Dr Thomas Douch

Signature:

Date: [Insert Date].