

Meeting of the Murrumbidgee Local Health District Board

Date: Wednesday, 29 September 2021

Time: 1.00pm

Venue: Room, Yindymarra Meeting Room, Wagga Wagga District Office

Minutes

Board Members

Name	Present (P) Virtual (V) Apology (AP) Absent (A)
Dr Thomas Douch (Chair)	PV
Mr Jonathan Green	PV
Ms Andrea Jordan	AP
Mr Geoff Twomey	PV
Mr Adrian Lindner	PV
Mr John Ireland	PV
Ms Elke Cleverdon	PV
Ms Elizabeth Dixon	PV
Dr Alam Yoosuff	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	AP
Ms Cherie Puckett	Director Operations West, Murrumbidgee Local Health District	P
Ms Fiona Renshaw	Director Integrated Care & Partnerships, Murrumbidgee Local Health District	PV
Ms Jacqui Zutt	Board Secretariat Murrumbidgee Local Health District	P

Invited Guests

Ms Elizabeth Carr	Chair, Audit and Risk Committee, MLHD	PV
Ms Jenny Spain	Governance, Risk and Audit Manager, MLHD	PV
Ms Tegan Reid	Manager Allied Health, MLHD	P
Ms Brigid Bourke	Associate Director Finance and Performance, MLHD	PV
Ms Helen Emmerson	Director People and Culture, MLHD	PV

Annual meeting of the Independent Chair of the Audit and Risk Committee

Ms Elizabeth Carr, Chair, Audit and Risk Committee (ARC) and Ms Jenny Spain, Governance, Risk and Audit Manager, MLHD joined the meeting at 11.32am.

Ms Elizabeth Carr, Chair, Audit and Risk Committee (ARC) and the MLHD Governance, Risk and Audit Manager, MLHD joined the meeting and presented the Audit, Risk and Governance Strategic and Operational Plan 2021/22.

Ms Carr reflected on the role of ARC, which plays a key role in assisting the Board and the Chief Executive perform their duties under the *Health Services Act 1997* particularly in relation to the organisation's financial reporting, internal control, risk management and internal and external audit functions.

Items 1, 2 and 3

Welcome, Apologies and Acknowledgment of Country

Welcome

The meeting was declared open at 1.00pm by the Chair, Dr Thomas Douch. Apologies were received from Ms Andrea Jordan, Dr Alam Yoosuff.

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 4

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: No changes in material circumstances were declared.

Item 5

Confirmation of Minutes

Item 5.1

Board Meeting 25 August 2021

The minutes of the Board Meeting held on 25 August 2021 were accepted as a true and accurate record of the meeting.

MOVED: Director Cleverdon

SECONDED: Director Ireland

Item 5.2

Planning Resource and Performance Committee

No meeting held.

Not available.

Item 5.4

The minutes of the Health Care Safety and Quality Sub Committee meeting held on 25 August 2021 were presented by Director Dixon. The minutes were accepted as a true and accurate record of the meeting.

MOVED: Director Cleverdon

SECONDED: Director Ireland

The Board agreed that the virtual site visit trialled at the August 2021 meeting was effective however the Board will welcome the return of face-to-face site visits when COVID-19 allows.

Directors welcome accompanying the CE on site visits when able. Once a new visit schedule is available a copy will be provided to Directors who can then express their interest in joining the CE.

Item 6 Matters Arising from Minutes

Item 6.1 Action List

- Item 6.1 Action List was discussed.
Suggested closures were accepted:
- B21/06-001
 - B21/07-006
 - B21/08-001
 - B21/08-002
 - B21/08-006
 - B21/08-008

Item 6.1.1

Ms Jenny Spain, Governance, Risk and Audit Manager, joined the meeting and spoke to the report.

Item 6.2

For reference, noted.

Item 6.3

MLHD has received an executed copy of the 2021-22 Service Agreement from NSW Health. The signed Agreement is now publicly available on MLHD website.

Item 7 Strategic Direction – Lifting Health Outcomes

Item 7.1 NDIS Provider Status

The Manager Allied Health joined the meeting and spoke to the report. Changes made at a Commonwealth level on 1 December 2020 has led to MLHD automatically becoming an NDIS provider. This change applies to any aged care facility that has an NDIS participant as a resident. There are key tasks that are required to be implemented to ensure compliance with expected standards.

Item 7.2 Medical Imaging Efficiency Review Report

The Director Clinical Operations (West) spoke to the report.

Item 7.3 2020/21 Clinical Governance Attestation Statement

As part of the Performance Agreement with NSW Health, MLHD is required to participate in the Australian Health Service Safety and Quality Accreditation Scheme (AHSSQAS).

From January 2019, health service organisations have been required to submit an annual attestation statement to their accrediting agency.

In June 2021 MLHD received accreditation for the National Standards for the Southern group of clinical services. This accreditation included processes for clinical governance for the services.

The Board approves the signing of the 2020/21 Clinical Governance Attestation Statement by the MLHD Board Chair and MLHD Chief Executive.

MOVED: Director Ireland SECONDED: Director Dixon

Item 8	Strategic Direction – Workforce at its Best
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Item 8.1	Workforce update: staff vaccinations Refer critical matters, Item 12.1
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Item 9	Strategic Direction – Locally Led Reform
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Item 9.1	Community Engagement
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The Chief Executive spoke to the report. The LHAC forum will be held virtually on 11 October, 2021 and will include a panel of the MLHD and MPHN Chairs and Chief Executive's. The theme is "Kindness is the fabric of our communities".

The Board notes the ongoing commitment to engage Members of Parliament during COVID.

MOVED: Director Green SECONDED: Director Cleverdon

Item 10	Chief Executive's Report
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Item 10.1	
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The Chief Executive spoke to the report.

Inquiry into Health outcomes and access to health and hospital services in rural, regional and remote New South Wales

Virtual sessions will be heard on 5 and 6 October.

Resumption of BreastScreen services

Cancer Institute NSW (CINSW) have provided support to BreastScreen Greater Southern to resume screening and assessment services, with service resumption planned from 5 October 2021 in a phased approach. This service resumption is supported by the Infectious Diseases Specialist from the Clinical Excellence Commission (CEC) with appropriate Infection Prevention Controls implemented by the service.

Wagga Wagga Health and Knowledge Precinct

The Wagga Wagga Health and Knowledge Precinct Committee includes representatives from MLHD, Government (State and Local), private health groups, Education and Training Providers, and community representatives. The following priorities have been indented:

1. Leading and Driving Health Workforce Development
2. Driving Service Integration and Collaboration
3. Growing Innovation and Research

A Precinct Masterplan has been finalised and adopted. The Committee is now working with Health Precincts NSW, led by Health Infrastructure, to become the first regional/ rural pilot. A workshop in September will flesh out the regional opportunities for NSW Health and MLHD.

Summary

The Board welcomes the resumption of breast screening services.

Item 11	Strategic Direction - Sustainable and Well Managed Resources
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Item 11.1	
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The Associate Director Finance and Performance joined the meeting and spoke to the report.

The Board notes that the result MLHD received from the Audit Office of NSW was positive. Overall risk is considered low. The Board congratulated the finance team on a pleasing result and asked that she express appreciation to all involved.

ACTION: A copy of the final report from The Audit Office of NSW will be tabled once received.

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The Plan was presented during the session with the ARC Chair and MLHD Governance, Risk and Audit Manager.

Item 12	Critical Issues
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	COVID-19 update
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Workforce update: staff vaccinations

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

Item 13	In camera session – Board members only
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Closed session, not for publication.

	Next Meeting
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The next meeting will be held on 27 October 2021

	Meeting Close
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The meeting closed at 3.07pm.

CERTIFICATION	DECLARATION – BOARD CHAIR
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Name: Dr Thomas Douch

Signature:

Date: [Insert Date].