

Meeting of the Southern NSW Local Health District Board

No. 2022/12

Date: Thursday, 1 December 2022

Time: 10am– 1pm

Minutes for disclosure

In Attendance

Beth Hoskins, Interim Chair

Terry Clout PSM, Interim Deputy Chair

Margaret Lyons, Board Member

Dr Ken Crofts, Board Member

Dr Duncan MacKinnon, Board Member

Geoffrey Kettle, Board Member

Leanne Barnes OAM PSM, Board Member

(TC) – Attendance via teleconference

Margaret Bennett, Chief Executive

Fiona Renshaw, Executive Director Operations

Sarah Wallace, District Director Finance and Performance

Alison Broadbent, District Director Nursing, Midwifery and Clinical Governance

Lou Fox, District Director Integrated Care and Allied Health/COVID-Coordinator

Dr Liz Mullins, Executive Director Medical Services

Damien Eggleton, District Director Mental Health Alcohol and Other Drugs / District Director People and Wellbeing

Sarah Galton, General Manager Corporate Services

Brian Bonham, General Manager Tablelands Monaro Network

Brad Scotcher, General Manager Coastal Network

Vanessa Barratt, Manager Media and Corporate Communications

Kavi Gunaseelan, Director Operational Performance

Peter Lawrence, Manager Assets

Apologies

Narelle Davis, Board Member

Dr Judy Toman, Chair Medical Staff Executive Council

Jen Spain, Director Governance, Risk and Audit

Nicola Yates, Director Project Management and Service Commissioning

Secretariat

Karen Clark, Executive Officer

Item 1

Welcome and Apologies

Item 1.1	Welcome
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The meeting was declared open at 10am. The Interim Chair acknowledged the traditional custodians of the lands encompassed by Southern and welcomed guest presenters Luke Sloane, Coordinator General, Regional Health Division and Professor Mick Reid.

1.1.1	NSW Regional Health Plan 2022-2023
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Luke Sloane, Coordinator General, Regional Health Division provided an overview to the Board and Executive.

Luke detailed the development of the Regional Health Plan 2022-2032 and the consultation undertaken which informed the final draft Plan.

Progress against the Plan's priorities and key objectives will be reported quarterly to the Minister, Secretary and Rural Health Advisory Committee and status updates provided to Boards.

1.1.2	Strategic landscape discussion
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Professor Mick Reid reviewed the proforma's developed for the Board's three priority focus areas being Cancer Care.

Prof. Reid also discussed radiation therapy provision, aged care services, the NDIS and urgent care services and centres.

Item 1.2	Conflict of Interest Declarations
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No updates were noted.

Item 2	Confirmation of Previous Minutes
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Item 2.1	Confirmation of Minutes of Meeting of 3 November 2022
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The Minutes of the Board meeting held on 3 November 2022 were accepted as a true and accurate record.

Item 2.2	Minutes for Disclosure of 3 November 2022
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The Minutes for disclosure of the Board meeting held on 3 November 2022 were accepted as a true and accurate record.

Item 3	Actions from Previous Meetings
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Item 3.1	Action List
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The Board reviewed the outstanding action list.

Item 4	Leadership
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Item 4.1	Chief Executive Report
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The CE provided an overview of key District issues including the District's dominant focus on performance, planning and partnership.

The District has finalists in the NSW Health Awards Volunteer of the Year Award (Brad Rossiter) and the Secretary's Award – Integrated Values Based Care (Oral Health Goes Virtual).

Targeted partnerships with other Districts is gaining traction. Meetings are planned for early 2023.

Operations: EDO noted focus on driving performance. Reporting and data lag is challenging. TOC for October was 89% which was second in State. EDO acknowledged the good work being done by the team.

Furloughed staff continues to be a concern across all sites. Inpatients with Covid are lower than modelling had indicated. The District has a process in place for risk mitigation where staff test positive.

A Board member requested future reports include ranking against our regional peers, as well as all NSW LHDs.

Nursing and Midwifery: Focus on preparation for 92 graduates nurses who have signed contracts and development of Nurse Manager skill and professional development to support new staff.

Tablelands Monaro update: Opening of the Yass rose garden and Goulburn heritage walk on 8 December with Minsters Taylor and Tuckerman attending.

Jen Flannery, District CNC nominated for Midwife of the Year.

Coastal update: Noted the positive feedback from Accreditation Surveyors about the team and their engagement. GM (C) attended Medical Staff Council meetings at Eurobodalla and SERH.

Rounding to meet as many staff as possible. Performance against reporting framework has seen good TOC results and improvement at SERH. Triage performing well, with areas for improvement identified.

Integrated care: DDIC advised of a recent planning session with the Chief Health Officer about management of State key entry points and the continued focus for Covid management. Covid numbers are currently less than modelling but as reporting is not mandatory, this remains an area of concern.

Aged care demand is increasing and challenges with community based providers were noted. DDIC acknowledged the continuing positive response from Community Health Centres around Covid.

The EPIC clinical information system for renal services in the ACT has been rolled out. Feedback about functionality is positive.

Aboriginal Health KPI's remain a priority.

Mental Health: DDMHAOD advised of a submission for enhancement funding following the Inquiry into the use of ICE. The submission seeks funding to be used to enhance consultation liaison, provide withdrawal management and engage additional medical staff.

Bega SafeHaven DA was lodged in April 2022 and advertised in August. Questions raised were responded to in November. The District is awaiting feedback. Parking and disability access were raised as issues, and have been addressed.

Clinical Governance: See 6.1 below.

Finance: DFP noted the continued effort on reporting against the performance framework.

Recruitment to key positions continues.

A Board member noted the need for identification of activity gaps and opportunities. This information is important for Service Agreement discussions for 2023-2024.

People and Wellbeing: The Rural Health Workforce Incentive Scheme has been promoted internally to identify positions. The District is promoting the scheme on social media and internet.

An exit interview policy for departing Executive team members is being developed.

A Board member referred to the 'Speak Up page' being developed and requested that the Speak Up page be provided to the Board.

A/DDPW spoke of progress on the way the District manages staff concerns and grievances. Leaders are being advised of the expectations and building their capacity to manage grievances.

Medical services: EDMS advised that the Directorate continues its focus on reducing costs. A review of the Medical Workforce unit is underway. Recruitment and retention of medical staff remains a priority. Medical engagement dinner held at Goulburn in November was very positive with more events planned. Feedback from these dinners is being collated and when completed will be shared widely to look at patterns, issues and areas of opportunity.

Population data and self sufficiency information was provided at the dinner to provide context to service planning based on demographic information.

Corporate Services: GMC advised current focus on patient flow and surgical flows unit and improving the capture of activity.

The Sustainability Manager role has been filled. Building a Sustainability Champions network. Record scanning has now been established at all sites. A documentation improvement project has commenced with an external provider engaged to support staff training.

Governance, Risk and Audit: No update

Media and Communications: GMM advised of a newly developed recruitment video now on Facebook. The Communications Team has been expanded to include an online communications specialist to support greater use of online platforms. Planning advertising interstate and NZ.

Item 4.2 Interim Board Chair update

The Interim Chair advised that as the Ministry Board Chairs forum clashed with Accreditation, she was unable to attend. The Interim Chair on behalf of all Board members acknowledged the great work by all Quality Award nominees.

Item 5 Presentations

Item 5.1 Patient story

A patient story about a consumer who was admitted to one of Southern's mental health inpatient units.

The consumer recommended that there be a place for partners to stay and consider an option to make it easier for families to visit.

Item 5.2 Aboriginal Health Update

Manager Aboriginal Health provided an update on the District's focus on Closing The Gap (CTG) initiatives and work being done across the District by Aboriginal Health staff and ED NUMs to improve "Did Not Wait", "Left at Owns Risk" and readmission rates.

A Cultural self assessment tool has been completed and returned to Ministry.

Developing an Action Plan to guide the District response to CTG which will be provided to the March 2023 Leadership forum.

Roll out of Japanese Encephalitis immunisation is progressing.

The development of a data dashboard through the performance analysis unit was noted. The team is working with the virtual care data analyst to develop internal data reporting systems.

Item 5.3 Infrastructure update

Manager Assets advised that the ERH Early Works and Main Works tender is currently advertised and closes 20 December. MA is a member of the assessment panel. Project manager has been appointed for the Batemans Bay Community Health service.

Regular status reports will be provided to Board and a presentation by Health Infrastructure when detailed design is nearing completion.

A Clinical User Group for the Cooma ED and Maternity Unit has been established and modifications made. Meetings are being held weekly.

Bombala MPS capital investment business case has been submitted for review.

Item 6 Accreditation summary

DDNMCG advised that the Accreditation report has been received and contains one Not Met relating to staff performance appraisals. The District are now working to meet the target when surveyors return in 60 days. The Accreditation report also included 19 recommendations. These recommendations primarily relate to policy implementation.

The Board acknowledged the work done by the District to prepare for accreditation and thanked the DDNMCG for the work she did to lead this.

The District's response to the Not Met will be provided via the People and Wellbeing Committee. The 19 recommendations will be via the appropriate Board Subcommittee. The Board noted the importance of benchmarking and utilising other organisations that provide benchmark data.

Item 7	Items for review / endorsement
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Item 7.1	2023 Board Workplan
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The Board reviewed and endorsed the 2023 Board Workplan.

Item 7.2	2023 Board and Subcommittee schedule
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Board member noted a concern at holding all Board meetings at Peppertree Lodge, and not at sites. The Board Chair explained that the Subcommittee meetings, which all Board members are encouraged to attend, will be held at sites.

The Board discussed and endorsed the 2023 Board and Subcommittee schedule, agreeing to review the meeting format after the April and June meetings.

Item 7.3	Provide Ministry confirmation endorsing recommendation 82 of the Anderson report into hospital security be removed
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To be carried forward to the January 2023 Board meeting.

Item 7.4	Board strategic focus areas
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Co-Chairs will further discuss and populate the proforma ahead of the January 2023 Board meeting.

Item 8	Accountability
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Item 8.1	Medical and Dental Appointments Advisory Committee
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Noted

Item 8.2	Health Care Quality Committee (HCQC)
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No meeting held.

Item 8.3	Audit and Risk Committee Meeting
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No meeting held.

Item 8.4	Performance Committee
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Noted.

Item 8.5	People and Wellbeing Committee
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No meeting held.

Item 8.6	Community Engagement Committee
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No meeting held.

Item 8.7	Aboriginal Health Committee report and minutes
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No meeting held.

Item 8.8	Finance update
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Noted.

Item 8.8.1	EIP update
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Noted.

Item 9	For Information Only
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Item 9.1	Board Correspondence summary
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Noted.

Item 9.2	Public Interest Disclosure legislation update
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Noted.

Item 9.3	Review of the implementation of the ACT Health model: Identification of future opportunities
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Noted.

Item 9.4	Radiation therapy service update
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Included at Agenda Item 1.1.2.

Item 9.5	AHPRA Medical staff report
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Noted.

Item 9.6	Ministry Quarterly Board Report – April – June 2022
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Noted.

Item 9.7	Bega SafeHaven update
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Included in Directorate update at Agenda item 4.1.

Item 9.8	Board member claim forms
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Noted.

Item 10	Business without notice
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Item 11	Meeting Close
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The meeting closed at 12.56pm.

Date of Next Meeting: Tuesday, 17 January 2023.