

Meeting of the Southern NSW Local Health District Board

No. 2022/11

Date: Thursday, 3 November 2022

Time: 9am– 1pm

Venue: Royal Hotel Queanbeyan

Minutes for disclosure

In Attendance

Beth Hoskins, Interim Chair

Terry Clout PSM, Interim Deputy Chair

Margaret Lyons, Board Member

Dr Ken Crofts, Board Member

Narelle Davis, Board Member

Dr Duncan MacKinnon, Board Member

Geoffrey Kettle, Board Member (VC)

(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

Nicola Yates, Director Project Management and Service Commissioning

Jen Spain, Director Governance, Risk and Audit

Apologies

Leanne Barnes OAM PSM, Board Member

Dr Judy Toman, Chair Medical Staff Executive Council

Secretariat

Karen Clark, Executive Officer

Item 1	Welcome and Apologies
Item 1.1	Welcome
	The meeting was declared open at 9am and commenced with a Board Workshop. At 11am Deputy Secretary Professor Alfa D'Amato provided a financial presentation to the Board and Executive. The Interim Chair acknowledged the traditional custodians of the lands encompassed by Southern and welcomed Brad Scotcher, General Manager Coastal Network to his first Board meeting.
1.1.1	Finance and performance discussion
	Deputy Secretary Professor Alfa D'Amato provided a financial overview to the Board and Executive.
Item 1.2	Conflict of Interest Declarations
	No updates were noted.
Item 2	Confirmation of Previous Minutes
Item 2.1	Confirmation of Minutes of Meeting of 6 October 2022
	The Minutes of the Board meeting held on 6 October 2022 were accepted as a true and accurate record.
Item 2.2	Minutes for Disclosure of 6 October 2022
	The Minutes for disclosure of the Board meeting held on 6 October 2022 were accepted as a true and accurate record.
Item 3	Actions from Previous Meetings
Item 3.1	Action List
	The Board reviewed the outstanding action list.
Item 4	Leadership
Item 4.1	Chief Executive Report
	The CE provided an overview of key District issues. An Executive recruitment update was provided. Brad Scotcher has commenced as General Manager Coastal Network and appointment of Brian Bonham as General Manager Tablelands Monaro Network. Partnership development to support service delivery is progressing with the District meeting to discuss ED virtual care with Western NSW LHD and targeted new initiatives with metro LHD's The CE and EDO attended the third in a series of staff forums at Yass hospital on 2 November and received good feedback from staff in response to the issues that had been had raised. Operations: EDO noted the District's continued work related to performance, aligning the performance framework with the State framework and the improved transfer of care level which is currently at 90% and has been since mid October 2022. Nursing and Midwifery: Focus on Accreditation and progressing mandatory training. New Graduate offers have been made, with 7 November the key date for acceptance. The District has 127 positions available to fill. Tablelands Monaro update included advice about improvements in Yass related to duress alarms and progress toward recruiting HASA positions. The Crookwell refurbishment of palliative care area is progressing. Coastal update includes advice about orientation of Brad Scotcher. Ongoing focus on TOC and ETP at both SERH and Eurobodalla. The Network continues its focus on Accreditation and embedding positive change to last beyond accreditation.

Integrated care: DDIC advised of recruitment challenges in specialised areas such as haematology and palliative care.

Mental Health: DDMHAOD advised of a redesigned access service that has been stood up with the aim of improving access and decreasing ED presentations.

Clinical Governance: DDCG provided an accreditation update at Agenda item 6.

Finance: DFP noted continuing work on Performance Framework reporting. Review ongoing with medical staff about the need for improved data and reporting. Medical taskforce is a focus area with a diagnostic review being completed. Have commenced to fill rosters for the Christmas period to lessen the impact of locum staff and increased premium staff charges.

People and Wellbeing: The Rural Workforce Incentive Scheme was discussed, with the District standing up a process for managers to nominate positions under the scheme.

Medical services: Mandatory training for doctors is a priority. Progressing conversion of locums to permanent staff. Focus on pharmacy and pathology requests to ensure efficiency.

Corporate Services: Updated Code Black procedures for all sites. Scanning of medical records continues.

Governance, Risk and Audit: DGRA advised that the Directorate are developing a rostering tool and continue to support medical workforce. Ensuring a governance focus, with triggers in place. Public Interest Disclosure legislation changes will be brought to ARC and the December Board meeting.

Media and Communications: No update.

Item 4.2 Interim Board Chair update

The Interim Chair advised three Board members have been shortlisted and their applications progressed to the Minister.

Item 5 Presentations

Item 5.1 Patient story

A patient story about PROMS and PREMS was presented by DNMCG and noted by the Board.

Item 6 Accreditation update

DDNMCG provided an update on the District's Accreditation preparedness.

Item 7 Items for review / endorsement

Item 7.3 Circulate final draft of the Year in Review and the Safety and Quality Account to Board members out of session for endorsement.

The members noted the Year in Review 2021/2022 and text for the 2022 Safety and Quality Account.

Item 7.4 Board meeting planning for 2023

The members confirmed agreement to hold the monthly Board meeting on the first Tuesday of the month for February and March 2023.

Postscript: following the Board meeting it was proposed that Board meetings be held on the fourth Tuesday to ensure the most up to date financial reporting is available.

The members confirmed locations for the February and March 2023 Board meetings.

The members confirm agreement to trial holding a combined Board / Performance Committee / Health Care Quality meeting on 26 April 2023.

Item 8 Accountability

Item 8.1 Medical and Dental Appointments Advisory Committee

No quorum at September 2022 meeting.

Item 8.2 Health Care Quality Committee (HCQC)

Noted

Item 8.3 Audit and Risk Committee Meeting

No meeting held.

Item 8.4 Performance Committee

Noted

Item 8.5 People and Wellbeing Committee

No meeting held.

Item 8.6 Community Engagement Committee

Workshop notes were tabled which outlined the models of community engagement being considered by Ministry. The Ministry will propose a series of principles to guide each District, with the model to be determined by the District.

Western NSW LHD have completed a review of their model of community engagement. Presentation is provided in the meeting papers.

Item 8.7 Aboriginal Health Committee report and minutes

No meeting held.

Item 8.8 Finance update

Noted.

Item 8.8.1 EIP update

Noted.

Item 9 For Information Only

Item 9.1 Board Correspondence summary

Noted.

Item 9.2 Invite Coordinator General, Regional Health Division to provide a presentation to Board on the NSW Regional Health Plan 2022-2032

Coordinator General Luke Sloane will attend the 1 December 2022 Board meeting.

Item 9.3 Arrange an out of session Accreditation preparation presentation for Board members

Complete. Board members attended a virtual Accreditation preparation session on 27 October 2022.

Item 9.4 Governance, risk and audit update

Noted.

Item 9.5 Radiation therapy update

Noted.

Item 9.6 iCare due diligence

The members noted the information and the proposed iCare session in Q1 2023.

Item 9.7 NSW Health Annual Quality Awards

Noted.

Item 9.8 SERH solar panel project

Noted.

Item 9.9 Pulse Check / People Matter Employee Survey (PMES) reports

Noted. DDPW provided an overview of both reports.

Item 9.10 Anderson Report into hospital security Q3 2022 report

Noted.

Item 9.11	2022 Board work schedule
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Noted.

Item 9.12	2022 Board meeting dates
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Noted.

Item 10	Business without notice
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Nil.

Item 11	Meeting Close
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The meeting closed at 1.20pm and was followed by the 2022 Annual Public Meeting.

Date of Next Meeting: Thursday, 1 December 2022.