

Riverland Mallee Coorong Local Health Network Governing Board Meeting # 18

Date: Thursday 25 February 2021

Time: 1.00 pm – 4.00 pm

Venue: Board Room, Murray Bridge Hospital

In Attendance: Peter Joyner (PJ), Elaine Ashworth (EA), Fred Toogood (FT)(via T/C to 1.30pm), Claudia Goldsmith (CG), Shane Mohor (SM), Wayne Champion (WC), Craig Lukeman (CL)

Apologies: Mel Ottaway (MO)

Secretariat: Jeanette Brown (JB)

Acknowledgement:

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting on here today. We acknowledge the deep feelings of attachment and relationship of Aboriginal people to country. We also pay respects to the cultural authority of Aboriginal people visiting/attending from other areas of South Australia/Australia present here.

ITEM	DISCUSSION POINTS	OUTCOME / ACTIONS
1. IN CAMERA DISCUSSION		
2. MEETING OPENING		
2.1 Acknowledgement	<ul style="list-style-type: none"> PJ provided Acknowledgement 	
2.2 Present and Apologies	<ul style="list-style-type: none"> PJ, EA, FT, CG, WC, CL, JB, SM, Apology: MO 	
2.3 Interests and Conflicts Disclosure	<ul style="list-style-type: none"> Nil conflicts of interest declared. 	
2.3.1 Board Disclosure Log	<ul style="list-style-type: none"> Interests disclosure log noted and updates provided. 	
2.4 Confirmation of Minutes from previous meeting	<ul style="list-style-type: none"> The minutes from the Board Meeting held 29 January 2021 were endorsed. 	The Board endorsed the previous minutes.
2.5 Review Actions Log	<ul style="list-style-type: none"> Actions Log Reviewed with the majority of items completed or agenda items. 	
3. MATTERS FOR NOTING		
3.1 Chairperson Report	<ul style="list-style-type: none"> Report provided a summary of current issues including COVID-19, aged care, Emergency Department medical models, building a sustainable workforce, Walkerie birthing services, and service planning. 	Chairperson's Report noted.

<p>3.2 Chief Executive Officer Report</p>	<ul style="list-style-type: none"> • Report highlighted achievements and current operational issues. • Noted the current status regarding COVID-19 including planning for the vaccination campaign. • Noted the development of a SA Health Digital Health Strategy. • Noted the proposal for the development of an Academy of Clinical Excellence. • Noted the launch of the new RMCLHN branding. • Noted the update regarding medical staffing for the Riverland General Hospital Emergency Department and the Murray Bridge Hospital Emergency Department, including the current contract position for Murray Bridge. • Noted the current status of aged care accreditation. 	<p>CEO Report noted.</p>
4. MATTERS FOR DISCUSSION		
<p>4.1 Aboriginal Primary Health Services in the Riverland</p>	<ul style="list-style-type: none"> • Noted the information about the Aboriginal Primary Health Services in the Riverland/ 	<p>The Board noted the information about the Riverland Aboriginal Primary Health Services. ACTION: A quarterly update report to be provided to the Board.</p>
<p>4.2 Executive Director Clinical Innovation KPIs</p>	<ul style="list-style-type: none"> • Noted the information about the key performance indicators (KPIs) for the Executive Director Clinical Innovation position and that a quarterly report will be provided. 	<p>The Board noted the information about the ED Clinical Innovation KPIs. ACTION: ED Clinical Innovation to present to next Board meeting.</p>
<p>4.3 Environmental impact and strategies</p>	<ul style="list-style-type: none"> • Noted the summary information about the efficient management of resources for a number of key areas and the impact on the environment. • Noted that RMCLHN implements a range of related SA Health policies but does not have a specific Environmental Management Plan. • Discussion about some of the strategies that could be implemented and the challenges in prioritising over patient service priorities and noted that a long term plan would provide direction. 	<p>The Board noted the information about environmental impacts and strategies. ACTION: Director Corporate Services to develop an Environmental Management Plan and present to a future Board meeting.</p>
<p>4.4 Commissioning Bids Update</p>	<ul style="list-style-type: none"> • Noted that there has been no feedback to date about the RMCLHN bids for 2021-22. 	<p>The Board noted the update about the commissioning submissions and budget bids for RMCLHN for 2021-22.</p>
<p>4.5 Clinical Governance Committee Reporting Update</p>	<ul style="list-style-type: none"> • Noted the update about the review of reporting to the Clinical Governance Committee. 	<p>The Board noted the update about Clinical Governance Committee reporting.</p>
<p>4.6 Integrated Clinical and Corporate Governance and Accountability Framework</p>	<ul style="list-style-type: none"> • Noted the information and recommendation from the Clinical Governance Committee for the Board to approve the Integrated Clinical and Corporate Governance and Accountability Framework. 	<p>The Board approved the Integrated Clinical and Corporate Governance and Accountability Framework.</p>

<p>4.7 Governing Board Evaluation Review</p>	<ul style="list-style-type: none"> • Discussion about the June 2020 Board self-assessment and progress in relation to identified areas for improvement and key issues for 2020-21. • Discussion about strategies to increase engagement and communication between meetings. • Discussion about planned all of staff survey utilising the company used by the former Country Health SA Local Health Network that benchmarks against industry standards. 	<p>The Board noted the progress against the June 2020 self-assessment.</p> <p>ACTION: CEO to ask Mel Ottaway to review proposed questions.</p>
<p>4.8 CSSD Project Update</p>	<ul style="list-style-type: none"> • Noted the update about the Riverland Central Sterile Supply Department (CSSD) hub and spoke model feasibility project. 	<p>The board noted the update about the CSSD hub and spoke project.</p>
<p>4.9 SA Health Aged Care Strategy</p>	<ul style="list-style-type: none"> • Discussion about the statewide workshop held 19 February 2021 about the development of a SA Health Aged Care Strategy. • Noted that an RMCLHN specific session for the Board and some members of Executive planned for 5 March 2021 and pre-workshop handouts from the facilitator distributed. • Noted that a further statewide workshop planned for 15 March 2021. 	<p>The Board noted the information about the development of a SA Health Aged Care Strategy.</p>
<p>4.10 Diligent Update</p>	<ul style="list-style-type: none"> • Noted the update regarding the implementation of the Diligent Board Management System. 	<p>The Board noted the update about the Diligent Board Management system.</p>
<p>4.11 Correspondence with Barossa Hills Fleurieu Local Health Network</p>	<ul style="list-style-type: none"> • Noted the report from the RMCLHN Finance Committee about a proposal from Barossa Hills Fleurieu Local Health Network (BHFLHN) to adjust the revenue budgets for all regional LHNs that would result in a decreased target for BHFLHN and an increased target for all other rLHNs. • Noted that no response received to date to correspondence with BHFLHN regarding the Rural Support Service (RSS) surplus. 	<p>The Board noted the information about correspondence with BHFLHN.</p>
<p>5. STANDARD AGENDA ITEMS FOR DISCUSSION</p>		
<p>5.1 Performance Report</p>	<p>The RMCLHN January Performance Reports were noted.</p>	
<p>5.1.1 Finance and FTE Report-PPRC</p>	<p>Noted that detailed discussion about financial performance reports occurred at the Finance Committee with all Board members now able to attend.</p>	
<p>5.1.2 KPI Monthly Performance Report</p>	<p>Key Performance Indicators, People and Culture, and Quality Risk and Safety performance reports, including compulsory reporting, were noted.</p>	
<p>5.1.3 People and Culture Report</p>	<p>Discussion about reporting periods impacting the capture of SAC1 incidents in different reports.</p>	
<p>5.1.3.1 Review of Claim Trends</p>	<p>Noted that the CEO has followed up sites with overdue worksite audits and overdue mandatory training.</p>	
<p>5.1.3.2 Leave Summary</p>	<p>Update provided from the Clinical Governance Committee regarding the Quality and Safety report.</p>	
<p>5.1.4 Quality and Safety Reports</p>	<p>The Board noted the RMCLHN Performance Reports.</p>	
<p>5.1.5 Other</p>	<p>ACTION: Quality and Safety Report Executive Summary to continue to be provided to the Board.</p>	

	<ul style="list-style-type: none"> Noted that the RMCLHN Root Cause Analysis has not been able to proceed any further due to the Coroner's advice that a cause of death will not be known for approximately 12 months. Note that there are still learnings to be shared from the process to date. Noted the status of overdue incidents and consumer feedback Final proof of Strategic Plan and summary document circulated. Agreement to launch the Strategic Plan 25 March 2021 with Health Advisory Councils (in Renmark and via videoconference). Noted the progress on the Operational Plan and other key plans along with the priority projects including aged care at Mannum. Noted the information about the accreditation status and progress of Barmera Residential Aged Care (Hawdon House and Bonney Lodge) including the Plan for Continuous Improvement. Noted that detailed discussion occurred at the Clinical Governance Committee including comments regarding the dates on letters from the Australian Aged Care Safety and Quality Commission (ACSQC) regarding notice of reaccreditation and notice of non-compliance. A summary of the process provided to the Board. Noted the outcome from the Clinical Governance Committee for the CEO to discuss this with the Delegate from the Compliance Branch of ACSQC and potentially convene a teleconference with the Board. Noted the status of internal audits for Residential Aged Care (RAC) sites, noting that the Board Clinical Governance Committee discussed this in detail 24 February 2021. 	<p>The Board noted the final Strategic Plan proof.</p> <p>The Board noted the information about the accreditation status and progress of Barmera Residential Aged Care.</p> <p>ACTION: CEO to discuss with ACSQC and potentially convene a teleconference with the Board (as per the outcome from Clinical Governance Committee).</p> <p>The Board noted the status of RAC internal audits.</p>
5.2	RMCLHN Planning Update	
5.3	Barmera Residential Aged Care	
5.4	Aged Care Internal Audit Report	
6. MATTERS FOR DECISION		
6.1		
7. MATTERS FOR INFORMATION		
7.1	RMCLHN Board Finance Committee Minutes (Draft)	The Board noted the draft Minutes.
7.2	RMCLHN Board Clinical Governance Committee Minutes (Draft)	The Board noted the draft Minutes for January and the summary for February. ACTION: ED Clinical Innovation to present to the Board about the proposed Academy of Clinical Excellence including the evaluation process.
8. PRESENTATION		
8.1	Steven Sumner, CEO Moorundi Aboriginal Community Controlled Health Service	Steven Sumner was unable to attend and the presentation will be rescheduled.

9. ITEMS APPROVED BY CEO FOR NOTING	
9.1	<ul style="list-style-type: none"> • Nil
10. CORRESPONDENCE	
10.1 Incoming – Chief Executive, SA Health re Executive Leadership Steering Committee	<ul style="list-style-type: none"> • Noted the correspondence about the SA Health re Executive Leadership Steering Committee. • Noted that the committee does not have any Aboriginal representation.
10.2 Incoming – Minister Wade re the re-appointment of Board members for a further term	<ul style="list-style-type: none"> • Noted the Minute from Minister Wade about the re-appointment of Board members for further terms. • Noted the related information about the process to re-appoint with timeframes assigned to achieve a three year staggered membership. • Discussion about the current Board numbers and current remuneration for regional LHN Board members.
10.3 Rural Support Service Governance Committee	<ul style="list-style-type: none"> • Noted the email confirmation that Mel Ottaway has been selected to represent the RMCLHN on the RSS Governance Committee with representatives from other LHNs also noted.
11. MEETING FINALISATION	
11.1 Questions / Comments	<ul style="list-style-type: none"> • Query raised about where Murray Bridge Emergency Department medical staffing is sourced for the weekend roster. Discussion about the process of credentialing and the role of the Executive Director Medical Services.
11.2 Review actions to be taken	<ul style="list-style-type: none"> • Refer items: 4.1, 4.2, 4.3, 4.7, 5.1, 5.3, 7.2, 10.1 and 10.2.
11.3 Meeting Evaluation / Suggestions for next meeting	<ul style="list-style-type: none"> • PJ summarised the meeting.
11.4 Next meeting	<p>Next Meeting - Date: 26 March 2021 Time: 12.00 – 3.30 pm (including lunch) Location: Loxton</p>
11.5 Meeting Close	4.20 pm
Signed:	
Peter Joyner Chair Date: 26/3/21 	

