



Riverland Mallee Coorong Local Health Network Governing Board Meeting # 4

Date: Thursday 31 October 2019
Time: 11.30am – 3.00pm
Venue: Taillem Bend Hospital

In Attendance: Peter Joyner (PJ), Fred Toogood (FT), Claudia Goldsmith (CG), Melanie Ottaway(MO), Shane Mohor (SM), Wayne Champion (WC), Craig Lukeman (CL)

Apologies: Elaine Ashworth (EA)

Secretariat: Jeanette Brown (JB)

Welcome:

Acknowledgement:


We would like to acknowledge that this land we meet on today is the traditional land of the Ngarrindjeri people, and that we respect their spiritual relationship with their country. We also acknowledge that the Ngarrindjeri people are the custodians of the Ngarrindjeri land, and that their cultural and heritage beliefs are still important to the living Ngarrindjeri people today.

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, FT, CG, MO, SM, WC, CL, JB Apology: EA 	
2.3 Interests and Conflicts Disclosure	<ul style="list-style-type: none"> Nil 	
2.4 Confirmation of Minutes from previous meeting	<ul style="list-style-type: none"> The minutes from the Board Meeting held 26 September 2019 were endorsed. 	The Board endorsed the previous minutes.
2.5 Review Actions Log	<ul style="list-style-type: none"> Actions Log Reviewed Audit and Risk Committee Independent Chair- PJ followed up with further potential people and tabled resumes. 	ACTION: PJ, MO and WC to meet with two potential

	<ul style="list-style-type: none"> Follow up has occurred with Health Consumers Alliance who will provide support for a consumer led review of facility signage. Noted that Aboriginal Health Community Forum scheduled for 1 November in Murray Bridge and 7 November in Berri. Noted that regular claims reports to be tabled at Clinical Governance Committee. 	<p>people for independent Chair and provide a recommendation to the Board.</p>
3. MATTERS FOR NOTING		
3.1	Chairperson Report	Chairperson's Report noted.
3.2	Chief Executive Officer Report	<p>CEO Report noted.</p> <p>ACTION: WC to provide Loxton report to members.</p>
4. MATTERS FOR DISCUSSION		
4.1	Strategic Planning	<p>The Board noted the draft Health and Wellbeing Strategy 2019-2024.</p> <p>ACTION: The SA Evaluation of the Population Health Needs, Demand and Supply 2018 to be recirculated.</p> <p>ACTION: CEO to provide feedback to SA Health on draft Health and Wellbeing Strategy.</p> <p>ACTION: An outline for the development of an RMCLHN Strategic Plan to be provided to November meeting and item to be a standing agenda item.</p> <p>ACTION: Members to forward examples they hold of strategic planning process and documents.</p>

4.2 RMCLHN Accreditation Summary	<ul style="list-style-type: none"> Draft report discussed and noted that Action Plan being developed. 	The Board noted the draft Accreditation Report. ACTION: Action Plan to be circulated to members and agenda item for next meeting.
4.3 Commonwealth Multi-Purpose Service Funding Round	<ul style="list-style-type: none"> Discussion about the Commonwealth Government Multi-Purpose Services (MPS) funding round and potential options for Taillem Bend, Waikerie and Mannum. Noted that there is a private Residential Aged Care (RAC) facility in Mannum. 	The Board endorsed the CEO to apply for additional MPS places for Taillem Bend and endorsed not seeking additional places for Waikerie. The Board endorsed a service planning process for Mannum. ACTION: Potential conversion of Waikerie from MPS to RAC to be included on November agenda.
4.4 Organisational Culture	<ul style="list-style-type: none"> Discussion about RMCLHN initiatives in relation to Organisational Development and positively influencing organisational culture. 	The Board noted and endorsed current RMCLHN initiatives including November 2019 Organisational Development workshops.
4.5 Other Matters for discussion 4.5.1 Meeting schedule	<ul style="list-style-type: none"> Discussion and review of current scheduling of Board meetings and Board Committee meetings noting the timing of the availability of finance and KPI reports, the timing of operational committees and time commitments of Board members. 	ACTION: Preferences of Board members to be sought and proposal to be developed for November meeting.
5. STANDARD AGENDA ITEMS FOR DISCUSSION		
5.1 Performance Report 5.1.1 Finance and Activity Report- PPRC 5.1.2 KPI Monthly Performance Report 5.1.3 People and Culture Report 5.1.4 Quality Safety & Risk Quarterly Reports	<ul style="list-style-type: none"> The RMCLHN October Performance Reports were noted but not discussed in detail due to time constraints and noting that detailed discussion occurred at the preceding Finance Committee meeting. Item 6.2 also relates. Noted that the Quality Risk and Safety Reports to be discussed in further detail by the Clinical Governance Committee. 	The Board noted the RMCLHN Performance Reports.

5.2 Board Consumer and Community Engagement Strategy	<ul style="list-style-type: none"> • Nil further for this meeting. 	
6. MATTERS FOR DECISION		
6.1 Mental Health Services Memorandum of Administrative Agreement between BHFLHN and Country LHNS	<ul style="list-style-type: none"> • Discussion about the formalising of the administrative arrangements for the provision of mental health services from the Rural and Remote Mental Health Service (R&RMHS) that sits within Barossa Hills Fleurieu Local Health Network (BHFLHN). A Memorandum of Administrative Agreement (MoAA), endorsed by the BHFLHN Board 22 August 2019, provides clarity about roles and responsibilities to ensure service continuity. 	The Board endorsed the Mental Health Services MoAA between BHFLHN and Country LHNS.
6.2 Service Agreement & Budget Allocation	<ul style="list-style-type: none"> • Discussion about the updated Service Level Agreement (SLA) for 2019-20 between RMCLHN and the Department for Health and Wellbeing (DHW). • Noted that the SLA comprises separate components including: <ul style="list-style-type: none"> ◦ Introduction and Conditions of the Service Agreement ◦ Schedule 2 – Government Commitments ◦ Schedule 3 – Local Health Network – Services and Accountabilities ◦ Schedule 4 – Funding and Commissioned Activity ◦ Schedule 5 – Performance Monitoring ◦ Schedule 6 – Definitions and Appendices • Noted that the updated agreement was discussed in detail at the preceding Finance Committee meeting along with the proposed RMCLHN Savings Plan. 	The Board noted the updated SLA for 2019-20. The Board endorsed the CEO to sign all sections of the Service Agreement with the exception of Schedule 4 (Funding and Commissioned Activity). The Board endorsed the Chair and CEO to sign the overall agreement with a cover letter outlining areas to be finalised and requesting a review of the LHN distribution model. The Board endorsed the CEO to submit the proposed Savings Plan.
6.3 Diversity Plan	<ul style="list-style-type: none"> • Discussion about the RMCLHN Aged Care Diversity and Inclusion Plan noting it is a requirement of the new Aged Care Quality Standards. 	The Board endorsed the RMCLHN Aged Care Diversity and Inclusion Plan to November 2021
7. MATTERS FOR INFORMATION		
7.1 RMCLHN Board Finance Committee Minutes Draft 26/9/2019	<ul style="list-style-type: none"> • 	The Board noted the draft Minutes.
7.2 RMCLHN Board Audit & Risk Committee Minutes Draft 27/9/2019	<ul style="list-style-type: none"> • 	The Board noted the draft Minutes.
7.3 RMCLHN Board Clinical Governance Committee	<ul style="list-style-type: none"> • Noted that scheduled meeting cancelled and rescheduled to Friday 8 November 2019, 12.00 – 2.30 pm 	

8. ITEMS APPROVED BY CEO FOR NOTING	
8.1	<ul style="list-style-type: none"> Nil
9. CORRESPONDENCE	
9.1	Aged Care Quality and Safety Commission re webinar on Organisational Governance
10. MEETING FINALISATION	
10.1	Questions / Comments
10.2	<p>Meeting evaluation</p> <p>10.2.1 Suggestions for next meeting Agenda items</p> <p>10.2.2 Board Evaluation process</p> <ul style="list-style-type: none"> PJ summarised the meeting.
10.3	Next meeting
	<p>Date: Thursday 28 November 2019</p> <p>Time: tbc</p> <p>Location: Murray Bridge (tbc)</p>
10.4	Meeting Close
	3.30 pm
<p>Signed:</p> <p style="text-align: center;">  Peter Joyner Chair </p> <p style="text-align: center;">Date: 2/12/19</p>	

The Board noted the correspondence.