



Riverland Mallee Coorong Local Health Network Governing Board Meeting # 9

Date: Thursday 30 April 2020

Time: 11.00 am – 3.00 pm

Venue: via TEAMS

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

Apologies: Shane Mohor (SM),

Guests: Brett Webster, Executive Director Community and Allied Health at 11.45 am
Zia Earl, Manager Special Projects at 1.15 pm

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, MO, SM, CL, JB Apology: SM 	
2.3 Interests and Conflicts Disclosure 2.3.1 Board Disclosure Log	<ul style="list-style-type: none"> Nil conflicts of interest declared. Interests disclosure log noted 	
2.4 Confirmation of Minutes from previous meeting	<ul style="list-style-type: none"> The minutes from the Board Meeting held 26 March 2020 were endorsed. 	The Board endorsed the previous minutes.
2.5 Review Actions Log	<ul style="list-style-type: none"> Actions Log Reviewed. 	

3. MATTERS FOR NOTING		
3.1 Chairperson Report	<ul style="list-style-type: none"> • Report provided a summary of current issues including COVID-19, and future directions. 	Chairperson's Report noted.
3.2 Chief Executive Officer Report	<ul style="list-style-type: none"> • Report highlighted achievements and current operational issues. • Noted the COVID-19 Emergency Response and current status including potential lifting of restrictions and potential economic impact. • Noted that resolution of Riverdocs delayed and complicated by the delay to the State budget. Noted that BHFLHN impacted by the same issue (Gawler and Mount Barker) with the three services being considered together. Noted that salaried doctor at Riverland General Hospital is available to assist in Emergency during peak periods, • Noted that the Murray Bridge doctors have requested a change to the emergency service model for weekends. A sustainable solution is required for the long term. Discussion about billing arrangements for imaging and pathology. 	CEO Report noted.
4. PRESENTATION		
4.1 Community and Allied Health Portfolio	<ul style="list-style-type: none"> • Brett Webster (Executive Director Community and Allied Health) provided a presentation about the Community and Allied Health Portfolio (Country Health Connect). • The context of the Australian health landscape was outlined including shifts in priorities over the years before a detailed description of the service profile for Country Health Connect was provided. • The Country Health Connect service framework and staffing profile were presented along with workforce planning, current activity data and consumer feedback. • The interactive presentation concluded with achievements and challenges and progress towards future innovations. • Noted that COVID-19 has impacted on the delivery of some services although it has also accelerated progress towards solutions in other areas such as medical records management. 	The Board noted the presentation about the Community and Allied Health Portfolio (Country Health Connect).

5. MATTERS FOR DISCUSSION	
<p>5.1 RMCLHN NSQHS Accreditation and Aged Care Update Report</p> <p>5.1.1 National standards RMCLHN Final Assessment</p> <p>5.1.2 Barmera Hawdon House performance report</p> <p>5.1.3 Barmera Bonney Lodge performance report</p> <p>5.1.4 Loxton Assessment team report</p>	<ul style="list-style-type: none"> • Noted the information provided on the Accreditation status for RMCLHN including <ul style="list-style-type: none"> o National Safety and Quality Healthcare Standards final assessment, 11-12 February 2020. o Aged Care Safety and Quality Commission reassessment at Barmera, 3 -5 February 2020 and reassessment at Loxton 18 February 2020.
<p>5.2 Aboriginal self discharge</p>	<ul style="list-style-type: none"> • As requested from the March 2020 Board meeting, further information was provided about the Aboriginal self-discharges data and strategies implemented in RMCLHN. The follow up that occurs and the variability in the data due to the low numbers was noted.
<p>5.3 CSSD Services in Riverland</p>	<ul style="list-style-type: none"> • Arising from the Audit and Risk Committee meeting held 28 November 2019, scoping work has been undertaken in relation to upgrading Central Sterile Supply Departments (CSSD) in the Riverland. • Discussion about potential options to ensure compliance with AS/NZS 4187 by 2021, including the cost estimates for the different options. • It was noted that further work would be required, including consultation with staff and Unions.
<p>5.4 Mental Health and Suicide Prevention</p> <p>5.4.1 Mental Health and Suicide Prevention Regional Plan 2019-21</p>	<ul style="list-style-type: none"> • Discussion about the Mental Health and Suicide Prevention Plan 2019-21 developed by Country SA Primary Health Network in consultation with the former Country Health SA LHN.
<p>5.3 Other Matters for discussion</p>	<ul style="list-style-type: none"> • Nil
6. STANDARD AGENDA ITEMS FOR DISCUSSION	
<p>6.1 Performance Report</p> <p>6.1.1 Finance and FTE Report- PPRC</p> <p>6.1.2 KPI Monthly Performance Report</p> <p>6.1.3a People and Culture Report</p> <p>6.1.3b Workers Compensation Quarterly Report</p>	<ul style="list-style-type: none"> • The RMCLHN March Performance Reports were noted. • Noted that detailed discussion about financial performance reports occurred at the Finance Committee meeting with all Board members now able to attend. • Key Performance Indicators, People and Culture and Quality Risk and Safety performance reports were noted.

<p>6.1.4 Quality and Safety Reports 6.1.5 Other</p>	<p>6.2 RMCLHN Strategic Plan Presentation</p> <ul style="list-style-type: none"> • In attendance Zia Earl, Manager Special Projects. • Zia Earl and WC facilitated a discussion to progress the development of the RMCLHN Strategic Plan. • Progress to date and the proposed timelines were outlined. Noted that the Plan would be reviewed six to twelve months post COVID-19. • Specific vision for aged care agreed noting that, with slight changes, the wording is applicable to other areas. Outcome - agreed wording: <ul style="list-style-type: none"> ○ <i>We will support older people to have the best possible quality of life in a safe, homelike environment, while providing high quality care that promotes dignity, respect, choice, independence and social connection.</i> • Purpose - Discussion about RMCLHN Purpose, as previously agreed, following suggestions from Executive. Outcome – agreed wording: <ul style="list-style-type: none"> ○ <i>Our People Caring for Our Communities.</i> • Values – Discussion about the range of values previously identified, feedback from consultation and suggestions from Executive. Outcome – agreed values: <ul style="list-style-type: none"> ○ <i>‘RMC CARES’ – Respectful, Motivated, Compassionate and Consumer Focused, Accountable, Resourceful, Excellence and Service.</i> • Strategic Themes – Discussion about proposed themes noting that each will have three to four high level objectives. Discussion about the inclusion of a COVID-19 specific theme. Outcome: Four strategic themes agreed: <ul style="list-style-type: none"> ○ <i>Caring for our communities</i> ○ <i>Excellence in clinical care</i> ○ <i>Local governance</i> ○ <i>Investing in our people.</i> 	<p>The Board endorsed the RMCLHN Purpose, Values and Strategic Themes for the RMCLHN Strategic Plan.</p>
<p>6.3 Board Consumer and Community Engagement Strategy 6.3.1 Draft Consumer and Community Engagement Strategy</p>	<ul style="list-style-type: none"> • Discussion about the draft Consumer and Community Engagement Strategy noting that, following the endorsement by the Board of the RMCLHN Purpose (refer 6.2), the consultation phase will commence 1 May 2020 and close 29 May 2020. 	<p>The Board noted the update on the Consumer and Community Engagement Strategy.</p>

<p>6.4 Board Clinician and Workforce Engagement Strategy 6.4.1 Draft Clinician and Workforce Engagement Strategy</p>	<ul style="list-style-type: none"> Discussion about the draft Clinician and Workforce Engagement Strategy noting that, following the endorsement by the Board of the RMCLHN Purpose (refer 6.2), the consultation phase will commence 1 May 2020 and close 29 May 2020. 	<p>The Board noted the update on the Clinician and Workforce Engagement Strategy.</p>
7. MATTERS FOR DECISION		
<p>7.1 Risk Appetite Statement 7.1.1 RMCLHN Draft Risk Appetite Statement</p>	<ul style="list-style-type: none"> Noted that the Audit and Risk Committee at its meeting 19 March 2020 discussed the draft RMCLHN Risk Appetite Statement developed from the December 2019 workshop. Discussion about the inclusion of definitions related to low, medium and high tolerance to the draft Statement. 	<p>The Board noted the information about the draft Risk Appetite Statement. ACTION: Definitions to be added to the Statement and returned to the Audit & Risk Committee for endorsement.</p>
<p>7.2 Internal Audit Charter 7.2.1 Draft RSS Internal Audit Charter</p>	<ul style="list-style-type: none"> Noted that the Audit and Risk Committee at its meeting 19 March 2020 discussed the draft Internal Audit Charter which will provide an overarching charter for all Regional LHNs and recommended that the Board endorse the proposed draft Charter. 	<p>The Board endorsed the adoption of a single overarching Internal Audit Charter for all Regional LHNs and endorsed the proposed Charter.</p>
<p>7.3 Rural Support Service MOU 7.3.1 Draft RSS MOU</p>	<ul style="list-style-type: none"> Discussion about the Rural Support Service (RSS) Memorandum of Understanding (MoU) and the process of consultation with the six regional LHNs, the Regional LHN Chairs Committee and the RSS Management Oversight Committee. 	<p>The Board endorsed the RSS MoU and approved the CEO to sign the MoU for RMCLHN. ACTION: CEO to sign the MoU for RMCLHN.</p>
8. MATTERS FOR INFORMATION		
<p>8.1 RMCLHN Board Finance Committee Minutes (Draft)</p>	<ul style="list-style-type: none"> Noted the draft Minutes of March 2020. 	<p>The Board noted the draft Minutes.</p>
<p>8.2 RMCLHN Board Audit & Risk Committee Minutes (Draft)</p>	<ul style="list-style-type: none"> Noted the draft Minutes of March 2020 (deferred from February 2020). Noted the amendment related to the including of definitions to the draft Risk Appetite Statement (refer 7.1). Discussion about the RMCLHN sites visited as part of the Auditor General's Department Property Maintenance Review. 	<p>The Board noted the draft Minutes.</p>
9. ITEMS APPROVED BY CEO FOR NOTING		
<p>9.1</p>	<ul style="list-style-type: none"> Nil. 	

10. CORRESPONDENCE	
10.1 Incoming	<ul style="list-style-type: none"> • Nil
10.2 Outgoing	<ul style="list-style-type: none"> • Nil
11. MEETING FINALISATION	
11.1 Questions / Comments	<ul style="list-style-type: none"> • Discussion about agenda programming with suggestion to rearrange agenda with items requiring Board decisions to be addressed ahead of items such as presentations.
11.2 Review actions to be taken	<ul style="list-style-type: none"> • Refer items 7.1 and 7.3
11.3 Meeting Evaluation	<ul style="list-style-type: none"> • PJ summarised the meeting. •
11.3.1 Suggestions for next meeting Agenda items	
11.3.2 Board Evaluation process	
11.4 Next meeting	<p>Date: Thursday 28 May 2020 Time: 11.00 – 2.30 pm Location: TEAMS (tbc)</p>
11.5 Meeting Close	3.05 pm

Signed:

Peter Joyner
Chair
Date: 28/5/20

