Minutes

Date: 26 November 2021 **Time:** 1.20 pm **Venue:** Murray Bridge Hospital Board Room **Meeting Number:** #26

Riverland Mallee Coorong Local Health Network Governing Board Meeting

Present: Peter Joyner (PJ), Elaine Ashworth (EA), Fred Toogood (FT), Claudia Goldsmith (CG), Mel Ottaway (MO),
Attendees: Wayne Champion (WC) - CEO, Craig Lukeman (CL) - CFO

Guests: Louise Greenlees (LG) – Director People & Culture
Apologies: Shane Mohor (SM)
Secretariat: Zia Earl (ZE)

Traditional Acknowledgement

We would like to acknowledge the Aboriginal custodians of the Land and waters that we are meeting upon today. We respect their spiritual relationship with their country and acknowledge that their cultural beliefs are an important focus of their past, present and future. We also pay respect to the cultural authority of Aboriginal people in attendance from other areas.

ITEM NO.	ITEM	DISCUSSION POINTS	OUTCOME / ACTIONS
1	**IN CAMERA DISCUSION**		
		o In-Camera discussion	
2	**CONFIRMATION OF MINUTES & ACTION ITEMS**		
2.1	Welcome & Acknowledgement	o Chair welcomed members and attendees and provided acknowledgement.	
2.2	Interests and Conflicts Disclosure	o Nil conflicts of interest for meeting declared. o Interests disclosure log noted.	
2.3	Confirmation of Minutes	o The minutes from the Board Meeting held 28 October 2021 were endorsed.	The Board endorsed the previous minutes.

2.4	Review Actions Log	o Actions Log reviewed.	
3	**MATTERS FOR NOTING**		
3.1	Chairperson Report	o Report provided a summary of current issues.	Chairperson's Report noted.

3.2	Chief Executive Officer (CEO) Report	o Report provided a summary of current issues, noting the following topics
		   o COVID-19 anxiety within workforce
		   o GP Fee For Service Negotiations almost finalised
		   o First LHN to do a publicly live streamed annual public meeting
		   o Meeting with Aminya held.
			CEO'S Report noted

4	**MATTERS FOR DISCUSSION**		
4.1	COVID-19 Planning for border Changes	o South Australian borders opened 23rd November 2021. o 6 staff members as of today identified as casual contacts due to Berri exposure site – required that they don't work in a frontline setting.	
4.2	Governing Board Future Skills	o Review skill gaps and develop strategy for ongoing skills development for representatives of the RMCLHN Board. o Concern raised about ongoing Aboriginal Health representative on the Board. o Identified a need for greater financial and legal knowledge across the Governing Board membership. Could be addressed by education and training of current Board Members or through recruiting additional members who already have identified skills.	
4.3	Mannum Aged Care	o Discussion regarding Aged Care in Mannum o Meeting occurred o Awaiting Financial Statements	ACTION: Seek a copy of Aminya's Financial Statements, CFO to provide an appraisal and discuss Out of Session.

4.4	Aged Care Governance Committee	o Discussion on processes required for the Ministers approval to establishing an RMCLHN Governing Board Aged Care Clinical Governance Committee. o Agreed on an independent chair for this committee. o Draft Terms of Reference to be developed based on Yorke and Northern LHN example.	ACTION: Progress the establishment of an RMCLHN Governing Board Aged Care Clinical Governance Committee.
4.5	Diligent	o Investigating implementation process	
4.6	Barmera & Renmark Residential Aged Care Accreditation	o Barmera has received a reduction in non-compliances o Plan for Continuous Improvement developed and monitored through Clinical Oversight Committee. o Sought quotes and proposals for an independent review of RMCLHN compliance in Aged Care. o Progressing improvements in Wound Management. o Reported that 40 homes found non-compliant out of 240 across South Australia.	
4.7	Governing Board Audit & Risk Committee Chairperson term expiry	o Peter Brass term as chairperson of the RMCLHN Governing Board Audit & Risk Committee expires in December 2021. o Members agreed that they find it difficult having the Chairperson attend meetings remotely. o Agreed that Peter Brass's understanding of the subject matter is thorough. o Expectation to attend in person if Chairing the meeting.	ACTION: Chairperson of Governing Board to offer to renew the current Chairperson of the RMCLHN Governing Board Audit & Risk Committee term for an additional 2 years with the obligation to attend all meetings face to face at the location where the majority of members are meeting except for in exceptional circumstances.
4.8	RISK: Lack of integrated electronic clinical information systems.	o Identified at the November 2021 RMCLHN Governing Board Clinical Governance Committee, through discussion of recommendations from a recent Coroner's Inquest, that RMCLHN's electronic patient management systems (acute,	ACTION: Brief the Minister, on the Governing Boards concern with the lack of traction on the replacement of RMCLHN's legacy patient administrations system and

		community and Mental Health) longitudinal clinical history of consumers is deficient and a risk to their clinical care. o The Governing Board see it as necessary to replace RMCLHN's legacy patient management systems (Chiron/CCCME) with integrated clinical information systems and wish to take action to address this issue. o The Governing Board are concerned about the implications of continuing with the current legacy systems and want to prevent further adverse outcomes for its consumers, due to the lack of integrated clinical systems across the business. o Have been advocating for replacement of Chiron (and more recently the CCCME system) through a variety of different proposal and iterations explored over the past 10+ years. o Leecare implementation for Multi-Purpose Service was approved and funded with implementation beginning in 2022. o CEO advised Digital Health SA (DHSA) Chief Information Officer of the recent Coroner's inquest. o Access to capital funding to replace both systems is the biggest issue.	the risks that it poses to consumers to continue with the status quo.
5	**STANDARD AGENDA ITEMS FOR DISCUSSION**		
5.1	Performance Report	o The RMCLHN November 2021 Performance Reports were noted.	The Board noted the RMCLHN Performance Reports.
5.1.1	Finance and FTE Report- PPRC	o Noted the Finance and FTE report.	
5.1.2	KPI Monthly Performance Report	o Noted the Key Performance Indicators report.	
5.1.3	People and Culture Report	o Noted the People and Culture report. Louise Greenlees was present and gave a verbal summary of the reports highlighting the following o A small number of staff may be affected by the recent Aged Care Direction to ensure both COVID-19	

		vaccinations have been received. Sending a reminder to staff. ○ Have only received one (1) medical exemption for a staff member. ○ As at the date of the meeting only 34 staff remain on Annual Leave due to not meeting the SA Health COVID-19 vaccination mandate. ○ Contractors are required to comply with the vaccination mandate and must provide evidence to enter a RMCLHN facility. ○ RMCLHN staff survey released 22 November 2021 and closes 6 December 2021. ○ Current work bans by United Voice are impacting some RMCLHN sites.	ACTION: Ensure that Board Members continue to receive RMCLHN CEO Bulletins.
5.1.4	Quality and Safety Reports	○ Noted the Quality and Safety reports.	
5.2 5.2.1	RMCLHN Planning Update Operational Plan Monthly Status Report	○ Noted the November 2021 Plan and Service Priority status report for the Operational Plan, noting the following ○ Mental Health plan engaging with Aboriginal Health consumers as part of Consumer forums and Mental Health week forums. ○ CEO has provided feedback on the Murray Bridge Masterplan – expect this to be coming to the next meeting of the Board	The Board noted the Planning status report.
6	**MATTERS FOR DECISION**		
6.1	Clinician and Workforce Engagement Strategy Review	○ Updated Strategy went to Clinical Governance Committee last month ○ Feedback provided via a survey, staff forum and planning workshop, identified minimal changes.	

		o Governing Board endorsed the RMCLHN Clinical and Workforce Engagement strategy	
7	**MATTERS FOR INFORMATION**		
7.1	Consumer & Community Engagement Strategy Review	o Discussed the results of the RMCLHN Consumer and Community Engagement Strategy review. Revised Strategy will require endorsement from the Governing Board.	
7.2	RMCLHN Board Finance Committee Minutes (draft)	o Noted the draft Minutes of 28 October 2021.	The Board noted the draft Minutes
7.3	RMCLHN Board Clinical Governance Committee Minutes (draft)	o Noted the draft Minutes of 27 October 2021.	The Board noted the draft Minutes.
7.4	Rural Support Service Governance Committee	o Noted the Rural Support Service (RSS) Governance Committee update.	
8	**PRESENTATION - Nil**		
9	**ITEMS APPROVED BY CEO FOR NOTING - Nil**		
10	**CORRESPONDENCE**		
10.1	Incoming:		
10.1.1	Minute – LHN Governing Board Meeting Papers	o Minister requires copies of an electronic copy of all Board meeting papers no later than seven days prior to the Board meeting , from 1 November 2021.	
10.1.2	EOI for Voluntary Assisted Dying Implementation Taskforce	o PJ advised that he did not submit an Expression of Interest to be a member of the Voluntary Assisted Dying Review Board. MO submitted an EOI in her capacity as the Leading Age Services Australia Homecare Committee Chair.	

10.1.3	RMCLHN 2020-21 Quarter 4 Performance Level	o Noted the RMCLHN 2020-2021 Quarter 4 Performance Level Report.	
10.1.4	Invitation to attend the SA Rural Aboriginal Health Workforce Plan Launch	o Encouraged Board members to attend the launch of the SA Rural Aboriginal Health Workforce plan at Ngaut Ngaut on 7 December 2021.	
11	**MEETING FINALISATION**		
11.1	Questions ./ Comments	o Acronym – Country Access to Remote Emergency Support System–(CARES system) o SA Health are looking to develop a statewide program for Virtual Care. RMCLHN has implemented a 24/7 Virtual Care (including an inbuilt education model) service within the LHN to support our clinicians in smaller sites requiring emergency clinical support that is provided by Berri Emergency Department Doctors.	
11.2	Review actions to be taken	o Refer items:	
11.3	Meeting evaluation	o PJ summarised the meeting. o Planning Workshop on 16 December 2021 will go ahead with a focus on Aged Care unless a significant outbreak of COVID-19 occurs. o Review the Annual Public Meeting options for the 2022 year, to attract more consumers to attend. o Review how we address the Aboriginal Community Consultations to attract more consumers to attend. Noted that there was a fabulous Welcome to Country at the Meningie forum.	

Meeting Close: 4.00pm

Next Meeting: **Date:** 16 December 2021 (Board and Executive Planning Workshop)
Time: 9.30 am – 3.00 pm
Location: TBC

Apologies:

Signed:	**Peter Joyner**
	Chair
Date:	27/01/2022