

Riverland Mallee Coorong Local Health Network Governing Board Meeting # 12

Date: Thursday 30 July 2020

Time: 11.30 am – 3.00 pm

Venue: Taillem Bend Hospital Day Care Activity Room

In Attendance: Peter Joyner (PJ), Elaine Ashworth (EA), Fred Toogood (FT), Claudia Goldsmith (CG) (via T/C to 2.00 pm), Melanie Ottaway (MO), Wayne Champion (WC), Craig Lukeman (CL)

Apologies: Shane Mohor (SM)

Guests: Dr Tim Smart, A/Executive Director Medical Services, RMCLHN at 1.50 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		
	<ul style="list-style-type: none"> Board agreed to process for the CEO Evaluation 	
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, WC, 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 including recent updates. 	
2.4 Confirmation of Minutes from previous meeting	<ul style="list-style-type: none"> The minutes from the Board Meeting held 25 June 2020 were endorsed. 	The Board endorsed the previous minutes.
2.5 Review Actions Log	<ul style="list-style-type: none"> Actions Log Reviewed. Discussion regarding emergency services staffing. Discussion about draft Service Agreement. 	ACTION: Paper to be developed outlining four models of emergency department staffing.

3. MATTERS FOR NOTING		
3.1 Chairperson Report	<ul style="list-style-type: none"> • Report provided a summary of current issues including: <ul style="list-style-type: none"> ○ Reflections of first 12 months and areas for improvement. ○ Emergency Department services ○ COVID-19 	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 current status regarding COVID-19 and demands for testing clinics. • Noted the status regarding medical models for Murray Bridge and Riverland General Hospital. • Noted the status of redevelopment works at Murray Bridge and Berri. • Noted the update regarding regional LHN branding. • Noted that the Aged Care Quality and Safety Commission (ACQSC) has not been visiting sites due to COVID-19 but continues to conduct phone assessments. • Noted the upcoming planning day for the Strategic Plan. 	CEO Report noted.
4. MATTERS FOR DISCUSSION		
4.1 Internal Audit Charter and Three Year Action Plan	<ul style="list-style-type: none"> • Noted the recommendation from the RMCLHN Audit and Risk Committee about the Regional Local Health Networks Internal Audit Charter and the Three Year Rolling Internal Audit Plan. 	The Board approved the Regional LHN Internal Audit Charter and Three Year Internal Audit Plan.
4.2 General Policies Cross Check	<ul style="list-style-type: none"> • Noted the information and gap analysis of generic policies. • Noted that the RMCLHN Governing Board Charter addresses the majority of areas. Discussion about amending the Charter to incorporate any gaps. • Refer also Agenda item 4.3. 	The Board noted the gap analysis of generic policies.
4.3 RMCLHN Board Charter Volume 2 – Annual Review	<ul style="list-style-type: none"> • Review and discussion about the RMCLHN Board Charter Volume 2. Noted that some items reflect the legislation and are not subject to changes. • Minor amendments identified (including from Agenda item 4.2). 	The Board reviewed the Board Charter Volume 2. ACTION: Board Charter Volume 2 to be amended and tabled at August meeting.
4.4 Annual Attestation Statement	<ul style="list-style-type: none"> • Noted the information about the annual requirement to submit an attestation statement to the accrediting agency for the LHN. • The Board agreed that the Board Chair would sign the attestation statement with the CEO. 	The Board endorsed the RMCLHN Governing Board Attestation Statement. ACTION: Attestation statement to be signed and forwarded.
4.5 Public Interest Disclosure Flowchart for Governing Boards	<ul style="list-style-type: none"> • Noted the information regarding the Public Interest Disclosure Act and the flowchart provided by the Department for Health 	The Board noted the information about Public Interest Disclosure.

	and Wellbeing (DHW) to assist LHN Boards determine what actions should be taken depending on the disclosure. Noted the current status of Responsible Officers in RMCLHN.		
4.6	2020-21 Budget and Service Agreement	<ul style="list-style-type: none"> Discussion about the second draft of the 2020-21 RMCLHN Service Agreement including feedback provided by RMCLHN to the first draft. Noted the areas for further discussion with DHW. Noted the key performance indicator master definitions. Noted that the budget remains interim due to the delayed Federal and State budgets. 	The Board noted the draft 2020-21 Service Agreement.
5. STANDARD AGENDA ITEMS FOR DISCUSSION			
5.1	Performance Report	<ul style="list-style-type: none"> The RMCLHN May Performance Reports were noted. 	The Board noted the RMCLHN Performance Reports.
5.1.1	Finance and FTE Report- PPRC	<ul style="list-style-type: none"> Noted that detailed discussion about financial performance reports occurred at the Finance Committee meeting with all Board members now able to attend. 	
5.1.2	KPI Monthly Performance Report	<ul style="list-style-type: none"> Note that detailed discussion about the Safety and Quality Reports to occur at the Board Clinical Governance Committee to follow the Board meeting. 	
5.1.3	People and Culture Report	<ul style="list-style-type: none"> Key Performance Indicators, People and Culture and Quality Risk and Safety performance reports were noted. 	
5.1.4	Quality and Safety Reports		
5.1.5	Other		
5.2	RMCLHN Strategic Plan Update	<ul style="list-style-type: none"> Noted the progress of the Strategic Plan development and planned workshop to be held 28 August 2020. 	The Board noted the update about the Strategic Plan.
6. MATTERS FOR DECISION			
6.1	Riverdocs	<ul style="list-style-type: none"> Noted the information about the Riverdocs contract and their request for additional funding and inability to continue service provision under current arrangements. Noted the discussions that have been taking place between RMCLHN and Riverdocs and the regular updates to the Board. Detailed discussion and analysis of options including the advantages, disadvantages, risks and required funding associated with the options. Discussion about some of the complexities related to the <i>Health Insurance Act 1973 (Cth)</i>, Medicare compliance and potential for Section 19(2) exemption. Noted the legal advice. Noted that DHW appraised of the issues and options and that the scenario impacts another regional LHN. 	<p>The Board noted the information about Riverdocs and instructed the CEO to work with Riverdocs and DHW to:</p> <ul style="list-style-type: none"> Move to a Medicare compliant model as fast as reasonably possible. Move to smoothly transition from a contractual model to a salaried model. Advise the Minister. <p>ACTION: CEO to implement the directions of the Board.</p>
6.2	Draft General Purpose Financial Statements	<ul style="list-style-type: none"> Discussion about the recommendation from the Finance Committee to approve the draft General Purpose Financial Statements subject to minor amendment and finalisation of 	The Board approved the draft 2019-20 General Purpose Financial Statements and

	<ul style="list-style-type: none"> identified matters. Discussion about the recommendation from the Finance Committee to approve the Board Chair, Chief Executive Officer and Chief Finance Officer to sign the Certification letter for lodgement with the Auditor General's Department by 7 August 2020. 	authorised the Board Chair, CEO and CFO to sign the Certification letter.
7. MATTERS FOR INFORMATION		
7.1 RMCLHN Board Finance Committee Minutes (Draft)	<ul style="list-style-type: none"> Noted the draft Minutes of 25 June 2020. 	The Board noted the draft Minutes.
8. PRESENTATION		
8.1 Dr Tim Smart, A/Executive Director Medical Services	<ul style="list-style-type: none"> Presentation from Dr Tim Smart, A/Executive Director Medical Services. Presentation covered the historical and current medical workforce in RMCLHN, issues and risks, and opportunities for the future. 	The Board noted the presentation from Dr Tim Smart.
9. ITEMS APPROVED BY CEO FOR NOTIN		
9.1	<ul style="list-style-type: none"> Nil. 	
10. CORRESPONDENCE		
10.1 Incoming & Outgoing– Mr Chris Picton MP	<ul style="list-style-type: none"> Correspondence noted. 	
11. MEETING FINALISATION		
11.1 Questions / Comments	<ul style="list-style-type: none"> Nil 	
11.2 Review actions to be taken	<ul style="list-style-type: none"> Refer items: 2.5, 4.3, 4.4, 6.1 	
11.3 Meeting Evaluation / Suggestions for next meeting	<ul style="list-style-type: none"> PJ summarised the meeting. 	
11.4 Next meeting	<ul style="list-style-type: none"> Date: Thursday 27 August 2020 Time: 11.00 – 2.30 pm (tbc) Location: Murray Bridge 	
11.5 Meeting Close	<ul style="list-style-type: none"> 3.15 pm 	

Signed:

Peter Joyner
Chair
Date: 27/8/20

