

Minutes

Date: 25 May 2023 **Time:** 11.30 am – 2.30 pm **Venue:** Murray Bridge Hospital **Meeting Number:** #42

Riverland Mallee Coorong Local Health Network Governing Board Meeting

Present: Peter Joyner (PJ), Elaine Ashworth (EA), Mel Ottaway (MO), Claudia Goldsmith (CG), Fred Toogood (FT)
Attendees: Wayne Champion (WC) - CEO, Craig Lukeman (CL) – CFO, Louise Greenlees (LG) – Dir P&C

Guests: Ros Richards, Aboriginal Liaison Officer Murray Bridge, Darryl Cameron, Close the Gap Project Officer, RMCLHN

Apologies: Sharon Wingard (SW)

Secretariat: Jeanette Brown (JB)

Traditional Acknowledgement

We would like to acknowledge the Ngarrindjeri 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	PRESENTATION		
1.1	Aboriginal Liaison Officer role and experiences	<ul style="list-style-type: none"> Noted the presentation about the role and experiences of Aboriginal Liaison Officers, with Ros Richards, ALO Murray Bridge, and Darryl Cameron, Close the Gap Project Officer, RMCLHN. Discussion about the role and referral process for hospital inpatients and the Emergency Department, including consent process. Noted the need to ask people if they identify as Aboriginal. Discussion about the cultural audit tool, noting that this includes an incentive to participate. 	ACTION: 20230525-01 – Follow up to occur in relation to the Cultural Audit Tool incentive. (WC)

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		<ul style="list-style-type: none"> ▪ Discussion about increasing the use of Aboriginal language within hospitals as well as art works. 	
1.2	Midwifery Model of Care	<ul style="list-style-type: none"> ▪ Vanessa Drummond, Advanced Midwife, Manager RMCLHN Midwifery Model of Care Project, and two of the Murray Bridge midwives joined the Governing Board during lunch to share their experiences working in the new model. ▪ The Board acknowledged the work undertaken and the success of the program across the LHN that is attracting midwives to work in the LHN and also resulting in increased birthing bookings. Noted the scheduled launch of the expansion of the project to Loxton on 2 June 2023. ▪ Congratulations were also extended to the team who won a SA Nursing and Midwifery Excellence Award 12 May 2023 in the category, Excellence in Practice – Team. 	
2	IN CAMERA DISCUSSION		
		<ul style="list-style-type: none"> ▪ In-Camera discussion held at the beginning of the meeting. 	
3	CONFIRMATION OF MINUTES & ACTION ITEMS		
3.1	Acknowledgement/ Present and Apologies	<ul style="list-style-type: none"> ▪ Chair welcomed members and attendees and provided acknowledgement. 	
3.2	Interests and Conflicts Disclosure Log	<ul style="list-style-type: none"> ▪ Current Interests and Conflicts Disclosure Log noted. ▪ Noted that a briefing to the Minister to be completed relating to the change in employer for Mel Ottaway. 	ACTION: 20230525-02 – Briefing to the Minister to be completed about the change of employer for M Ottaway.
3.3	Confirmation of Minutes from Board meeting	<ul style="list-style-type: none"> ▪ The minutes from the Board Meeting held 28 April 2023 were endorsed. ▪ The minutes from the Out of Session Board Meeting held 4 May 2023 to review the Commonwealth Aged Care Quarterly return were endorsed. 	
3.4	Review Actions Log	<ul style="list-style-type: none"> ▪ The Board noted the Actions Log including completed actions and those included in the agenda. <ul style="list-style-type: none"> ○ 20220929-02 – Birthing services discussed with the Minister and briefing no longer required. 	

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		<ul style="list-style-type: none"> ○ 20230125-11 – Board Education Workshop planned for the afternoon facilitated by Dion Newell from KPMG. 	
3.5	Board Work Plan	<ul style="list-style-type: none"> ▪ The Board noted the Work Plan. ▪ Noted that the Commonwealth Aged Care Quarterly return OOS work plan item to be added to the Board Work Plan. 	ACTION: 20230525-03 - Aged Care Quarterly return item to be added to the Board Work Plan.
4	MATTERS FOR DECISION - Nil		
5	COMMITTEE REPORTS / RECOMMENDATIONS		
5.1	RMCLHN Board Finance Committee	<ul style="list-style-type: none"> ▪ Noted the RMCLHN Board Finance Committee Minutes 27 April 2023 (Draft). ▪ The Finance Committee Chair's update. <ul style="list-style-type: none"> ○ Noted that a Daily Bed Occupancy snapshot report will now also be provided to Clinical Governance Committee. 	
5.2	RMCLHN Board Clinical Governance Committee	<ul style="list-style-type: none"> ▪ Noted the RMCLHN Board Clinical Governance Committee Minutes 28 April 2023 (Draft). ▪ The Clinical Governance Committee Chair's update. <ul style="list-style-type: none"> ○ Noted that a statewide Mental Health Model of Care is being developed with feedback from RMCLHN provided about the proposed psychiatrist led model and awaiting outcome. ○ Discussed a proposed Allied Health Profession governance model and recommended that the Board endorse the Professional Management option that includes a role focusing on quality, research, students and training, although noting the proposed structure is within the delegation of the CEO. 	The Governing Board endorsed the proposal for an Allied Health Governance model supporting allied health professional management.
5.3	RMCLHN Board Aged Care and Disability Governance Committee	<ul style="list-style-type: none"> ▪ Noted the RMCLHN Board Aged Care and Disability Governance Committee Minutes 27 April 2023 (Draft). ▪ The Aged Care and Disability Governance Committee Chair's update. <ul style="list-style-type: none"> ○ Noted that six new quality indicators commenced from 1 April 2023. 	

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		<ul style="list-style-type: none"> ○ Noted the Commonwealth have delayed the proposed changes to the Support at Home Program, noting the review of what will and won't be provided in RMCLHN. ○ Noted that a report about care minutes in Residential Aged Care to be provided to the Board. 	ACTION: 20230525-04 - Care Minutes in Residential Aged Care report to be provided to the Board.
5.4	<p>RSS Governance Committee</p> <p>RSS Governance Committee Minutes</p> <p>RSS Representative Update</p>	<ul style="list-style-type: none"> ▪ The RSS Governance Committee Meeting Minutes for the meeting held 8 March 2023 and Minutes and Summary for the meeting held 12 April 2023 were noted. ▪ Noted the updated meeting schedule. ▪ The RMCLHN representative on the RSS Committee update. <ul style="list-style-type: none"> ○ Noted that work is continuing in relation to the RSS governance arrangements with current model of BHFLHN as host LHN to continue at present. ○ Noted that a replacement program being planned for ageing telerehabilitation digital equipment. ○ Noted the SAVES contract with RDWA extended to 31 December 2023. ○ Noted the Committee endorsed the proposed 2023-24 budget. 	
6	MATTERS FOR DISCUSSION		
6.1	Board Membership Update	<ul style="list-style-type: none"> ▪ Noted that it is anticipated that all LHN current appointments are on the agenda for Cabinet meeting being held 29 May 2023 with Board members to be advised as soon as information received. ▪ Discussion also occurred in the in-camera session. ▪ Refer also Agenda item 3.2. 	
6.2	Employee Assistance Program – Healing Centre for Griefology	<ul style="list-style-type: none"> ▪ Noted the information about the Employee Assistance Program (EAP) provider, Healing Centre for Griefology, noting that other EAP providers also provide culturally sensitive services although it not possible to identify the number of Aboriginal employees accessing other providers. ▪ Noted that a specific flyer for RMCLHN Aboriginal staff has been developed to raise awareness of EAP. ▪ Noted that the contract for EAP providers is managed through RSS who will investigate future reporting options. 	

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		<ul style="list-style-type: none"> Noted that services can be provided face to face, over the phone or via Teams. For significant events at a site or in the community, EAP providers are brought on site to provide direct support. 	
6.3	Allied Health Services in Residential Aged Care Facilities	<ul style="list-style-type: none"> Noted the information about the provision of allied health services within RMCLHN Residential Aged Care facilities. Discussion about AN-ACC funding and current and future requirements related to allied health service provision. Noted the challenges with recruiting to the new allied health roles specifically for aged care. 	
6.4	Board Reporting Workshop	<ul style="list-style-type: none"> The Board noted the report from the Board Reporting Workshop held 28 April 2023 and endorsed the recommendations. Noted that updated templates to be discussed at Executive and circulated to the Board prior to implementation. 	
6.5	RMCLHN Communications Activities Report	<ul style="list-style-type: none"> Noted the RMCLHN Communications activities undertaken for the period February – May 2023. 	
6.6	RMCLHN Allied Health Governance	<ul style="list-style-type: none"> Noted the information about the RMCLHN Allied Health Governance proposal to facilitate effective leadership, training and supervision for each major discipline locally within the LHN, enabling increased self-sufficiency. Noted the recommendation from the Clinical Governance Committee to endorse Option 1 (refer Agenda Item 5.2). 	The Governing Board endorsed the proposal for an Allied Health Governance model supporting allied health professional management
7	STANDARD AGENDA ITEMS FOR DISCUSSION		
7.1	Performance Report	<ul style="list-style-type: none"> The Board noted the RMCLHN Performance Reports, noting that these were discussed in detail at the Finance Committee, Clinical Governance Committee, and Aged Care and Disability Governance Committee meetings. 	The Board noted the RMCLHN Performance Reports.
7.1.1	Finance and FTE Report- PPRC	<ul style="list-style-type: none"> The Finance and FTE Report was noted and also discussed at the Finance Committee Meeting. 	
7.1.2	KPI Monthly Performance Report	<ul style="list-style-type: none"> The KPI Monthly Performance Report was noted and also discussed at the Clinical Governance Committee Meeting. 	

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<p>7.1.3</p>	<p>People and Culture Report</p>	<ul style="list-style-type: none"> ▪ The People and Culture Report was noted. ▪ Discussion about: <ul style="list-style-type: none"> ○ Mandatory Training compliance and the significant effort that the health sites have undertaken to address training over the last month. ○ The next RMCLHN Staff Survey to be launched Friday 9 June 2023 across all sites. ○ The next Senior Staff Forum to be held in Karoonda 7 June 2023 with approximately 50 staff registered to attend. ○ The RMCLHN Scholarship Program has been launched with Expressions of Interest closing 30 June 2023. ○ Progress continues on the development of the RMCLHN Workforce Strategy with feedback required from some members of Executive. Noted that SA Health are also currently drafting a statewide Workforce Strategy and the RMCLHN strategy will need to take the SA Health strategy into consideration. 	<p>ACTION: 20230525-05 - Draft RMCLHN Workforce Strategy to be forwarded to Board members</p>
<p>7.1.4</p>	<p>Quality and Safety Reports</p>	<ul style="list-style-type: none"> ▪ The Quality and Safety Reports were noted and discussed at the Clinical Governance Committee and Aged Care and Disability Governance Committee. 	
<p>7.2 7.2.1</p>	<p>RMCLHN Planning Update Operational Plan Report</p>	<ul style="list-style-type: none"> ▪ Noted the updated RMCLHN Operational Plan quarterly activity report for the period January – March 2023 and the monthly status report for April 2023. ▪ Discussion about: <ul style="list-style-type: none"> ○ Mannum Health Service Plan community and clinical consultation process. ○ Status of Mental Health Pan noting that consultation period closes 26 May 2023 and will then come to the Board for final endorsement and aim to launch when the Board meets in Berri in July. ○ Murray Bridge Hospital Master Plan suggested changes have been provided to SA Health. Updated plan to be 	<p>The Board noted the Planning Update.</p> <p>ACTION: 20230525-06 - Engagement report related to Mannum Health Service Plan to be provided to the Board.</p>

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7.2.2	RMCLHN Clinical Services Plan Commencement	<p>provided to the Board once received noting that the document is an internal document to assist future funding bids.</p> <ul style="list-style-type: none"> ▪ Noted the proposed approach for the development of a clinical services plan for RMCLHN and the initial activation workshop scheduled for 14 June 2023. 	
8	MATTERS FOR NOTING		
8.1	Chairperson Report	<ul style="list-style-type: none"> ▪ The Chairperson Report was noted. 	Chairperson's Report noted.
8.2	Chief Executive Officer (CEO) Report	<ul style="list-style-type: none"> ▪ The CEO Report was noted ▪ The CEO Report provided a summary of current issues, with the Board noting the following topics: <ul style="list-style-type: none"> ○ Security services for Riverland General Hospital and Murray Bridge Hospital. ○ Mannum aged care residents have now all relocated to Aminya as planned. ○ Karoonda aged care facilities. ○ CSSD Project. ○ Electronic Medical Record project. ▪ Discussion about the annual planning day in June and proposed focus on environmental responsibility supported. ▪ Noted the Karoonda Hospital; 50-year celebration taking place 28 May 2023 with the event organized by the Hospital Auxiliary. ▪ Discussion about the RACE Clinical Leadership Program noting the breadth of staff involved in the inaugural program and noting that participants will be presenting their project to the CEO 1 July 2023. Consideration to be given to a Board member being present for the presentations. 	CEO'S Report noted.
9	MATTERS FOR INFORMATION		
9.1		<ul style="list-style-type: none"> ○ Nil 	
10	ITEMS APPROVED BY CEO FOR NOTING		
10.1		<ul style="list-style-type: none"> ▪ Nil 	


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11 CORRESPONDENCE		
11.1	Incoming:	▪ Nil incoming correspondence
11.2	Outgoing:	▪ Nil outgoing correspondence.
12 MEETING FINALISATION		
12.1	Questions ./ Comments	▪ Nil further
12.2	Review actions to be taken	▪ Refer items: 1.1, 3.2, 3.5, 5.3, 7.1.3 and 7.2.1.
12.3	Meeting evaluation	▪ PJ summarised the meeting and thanked everyone for their input.

Meeting Close: 2.00 pm

Next Meeting: **Date:** 30 June 2023
Time: 1.30pm – 4.00pm
Location: Murray Bridge Hospital and Teams

Apologies:

Signed:		
	Peter Joyner	
	Chair	3 Jul, 2023 1:59:22 PM GMT+9:30
Date: / /		