



Minutes

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Date: 31 March 2022 **Time:** 1.30 pm **Venue:** Murray Bridge Hospital & via TEAMS **Meeting Number:** #29

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, Anne McKinlay (AM) – Manager QRS, Sharon Perkins (SP) – Director Aboriginal Health

Guests: Nil

Apologies: Nil

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 DISCUSSION		
		<ul style="list-style-type: none"> In-Camera discussion. 	
2	CONFIRMATION OF MINUTES & ACTION ITEMS		
2.1	Welcome & Acknowledgement	<ul style="list-style-type: none"> Chair welcomed members and attendees and provided acknowledgement. Governing Board welcomed Sharon Perkins in her capacity as the Director of Aboriginal Health. 	

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2.2 2.2.1	Interests and Conflicts Disclosure Board Disclosure Log	<ul style="list-style-type: none"> ○ Nil conflicts of interest for meeting declared. ○ CG Provided updated Interests to be included in log ○ Interests disclosure log noted. 	ACTION: 20220331-01 Update Interests and Conflicts Disclosure Log to include for Claudia Goldsmith, Independent member, Audit & Risk Committee, East Gippsland Shire Council.
2.3	Confirmation of Minutes	<ul style="list-style-type: none"> ○ The minutes from the Board Meeting held 24 February 2022 were endorsed. 	
2.4	Review Actions Log	<ul style="list-style-type: none"> ○ Actions Log reviewed. <p>ACTION 01: Provide report on RMCLHN Public Consultation activities to next meeting. (Now Action no 20220331-02)</p> <p>ACTION 03: Revise action to review Board skills requirements to September 2022 – including Survey of current Board Members with a view to requesting potential new Board Members beginning in January 2023. (Now Action no 20220331-03).</p> <p>ACTION: Raise the appointment of an Aboriginal Health representative to the RMCLHN Governing Board with the Minister for advice on filling the current vacancy. (Action no 20220331-04).</p>	
3	MATTERS FOR NOTING		
3.1	Chairperson Report	<ul style="list-style-type: none"> ○ Report provided a summary of current issues. ○ Query Noted from FT regarding Mandatory Vaccinations. As of Midnight Wednesday 30 March 2022 the Emergency Direction for the Health Workforce in relation to vaccination mandates remains unchanged. 	Chairperson's Report noted.
3.2	Chief Executive Officer (CEO) Report	<ul style="list-style-type: none"> ○ Report provided a summary of current issues, noting the following topics: <ul style="list-style-type: none"> ○ Japanese Encephalitis – targeted vaccinations. ○ Discussion regarding additional 200 beds promised by incoming government. 	CEO'S Report noted.

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3.3	COVID -19 Update	<ul style="list-style-type: none"> ○ CEO continues to provide COVID-19 updates to the Board by email as issues develop. ○ Omicron BA2 variant - currently in second wave. ○ Definitions changed around close contacts - allowed us to bring back some of our workforce. ○ Discussed SA Health predictions regarding timing of potential peaks and plateau. ○ Hopeful that we are able to meet face-to-face in May 	The Board noted the COVID-19 update.
4 MATTERS FOR DISCUSSION			
4.1	Services to NDIS/Child Health Proposed Changes	<ul style="list-style-type: none"> ○ Presented and discussed in detail at Clinical Governance Committee. ○ Noted the changes proposed by RMCLHN regarding the delivery of National Disability Insurance Scheme (NDIS) and Child Health Services which have been approved to proceed to consultation with staff during March 2022. ○ Try to tailor our services to demand and ensure they are better financially balanced. ○ Focus is currently on consultation with staff on proposed changes. 	
4.2	Governing Board Aged Care Strategy Workshop	<ul style="list-style-type: none"> ○ Scheduled for Friday May 27. ○ Will move Board meetings to Thursday 26 May and resend invites. ○ Both days will be in Murray Bridge - Bridgeport Hotel. ○ Engaged EnKindle Consulting to facilitate workshop, met and discussed draft session plan provided in papers. ○ Further meeting 26 April to finalise session plan with EnKindle, Wayne Champion, Karen Hollitt and Brad Birleson. Out of Session feedback to be provided to Zia Earl by Friday 22 April. ○ Proposed invite list available in draft session plan. 	ACTION: 20220331-05 Provide feedback on draft Aged Care Strategy Workshop Session plan to Manager Secretariat.
4.3	Mannum Assessment Contact	<ul style="list-style-type: none"> ○ Mannum received an unannounced visit from the Aged Care Quality and Safety Commission a few weeks ago. 	
4.3.1	Mannum Assessment Site Audit Report February 2022	<ul style="list-style-type: none"> ○ Seven (7) requirements out of forty-two (42) not met. ○ Currently have 8 residents. ○ Mixture of issues raised. 	

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<p>4.3.2 4.3.4</p>	<p>Mannum RAC Draft Assessment Contact 2022 – the great things Mannum Plan for Continuous Improvement</p>	<ul style="list-style-type: none"> ○ Plan for Continuous Improvement (PCI) submitted to the Commission, regular operational review of PCI fortnightly occurring. ○ New Management team in place. ○ Day Parkhurst has done an amazing job with improving staff morale, standards of care and processes. ○ Discussion occurred regarding the Dignity of Risk process and balancing consumer choice, retaining preferences and quality of life balanced with risk of harm and duty of care. Must ensure that choice and risk of harm are documented to the satisfaction of assessors. Although communication and collaboration does occur with consumers, their families and staff, there have been gaps identified in adequately documenting this. Requires Improvement. 	
<p>5 STANDARD AGENDA ITEMS FOR DISCUSSION</p>			
<p>5.1 5.1.1 5.1.2 5.1.3 5.1.4</p>	<p>Performance Report Finance and FTE Report- PPRC KPI Monthly Performance Report People and Culture Report Quality and Safety Reports</p>	<ul style="list-style-type: none"> ○ The RMCLHN February 2022 Performance Reports were noted. <ul style="list-style-type: none"> ○ Addressed and discussed in detail at the Finance Committee meeting. ○ Elective Surgery Cat 1 KPI at Riverland General Hospital (RGH) is of concern. ○ Other KPIs seem reasonable. ○ Review in detail next month when Louise Greenlees attends. ○ Next meeting review Site Staff Survey Action plans. ○ Huge amount of work invested on Performance Review and Development (PRD), Department of Health and Wellbeing (DHW) raised concerns with KPI and RMCLHN expect to see improvements in the following months. ○ Shifting focus back onto Mandatory Training. <ul style="list-style-type: none"> ○ Advanced, basic life support, manual task rates need to be addressed. ○ DHW looking to implement a state wide Mandatory Training program. ○ Food Safety training improvements required. ○ Aboriginal Cultural training looking good. 	<p>The Board noted the RMCLHN Performance Reports.</p>

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5.2	RMCLHN Planning Update	<ul style="list-style-type: none"> ○ Consultation occurring regarding Aminya. ○ Aged Care Planning Strategy Workshop – 27 May 2022. ○ Consultation occurred on Consumer and Community Engagement Strategy (CCES), Clinician and Workforce Engagement Strategy (CAWES). ○ Strategic Asset Manager (SAM) appointed, first task to refresh site Master plans with a focus on Aged Care. Provide summary of issues identified by SAM to this meeting at sometime in the near future. ○ Murray Bridge Masterplan. 	<p>ACTION: 20220331-06 Provide Summary of Strategic Asset Manager Investigations in a few months time.</p>
6	MATTERS FOR DECISION - Nil		
7	MATTERS FOR INFORMATION		
7.1	Diligent Implementation	<ul style="list-style-type: none"> ○ Diligent will Go live April Board meeting. ○ Welcome emails to be sent to all Board Members and Exec in the next week, how to log in and access etc. ○ Meeting with CG tomorrow to show Diligent and take feedback on setup. ○ All users required to undertake a training course – approx. 40 mins. ○ Device Agnostic - compatible with Apple, Android and Microsoft devices. ○ Users will require a device to view papers during meetings, moving away from hard copies. ○ Ability to download papers via Internet connection prior to meetings and then view documents during meetings without access to the Internet. ○ ZE advised initial password that will require changing on initial log in. ○ We are taking minutes for the meetings this month in Diligent so they will be there as part of the Board package next meeting. ○ Slight change in look and feel of papers, easy to navigate and intuitive. 	

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7.2	Riverland CSSD Hub & Spoke Project Update	<ul style="list-style-type: none"> ○ \$3.5Million Budget to undertake compliance works at Riverland General Hospital (RGH) and Loxton for the Central Sterile Supply Department (CSSD) Services. ○ Moving to Hub & Spoke model for CSSD in the Riverland. ○ Currently reviewing concept design, recommend CEO to endorse on receiving feedback from key stakeholders. ○ Dedicated Project Officer - engaging with CSSD, Nursing/Theatre, Medical staff and Management - getting useful feedback and input into the planning process. ○ RGH Construction planned to commence June 2022, exact date to be confirmed. ○ Six (6) month construction at RGH planned with Loxton to follow, minimal overlap of construction activities at both sites but hoping to reduce construction times if at all possible. ○ Need to move some activity from RGH to other sites (most likely Renmark) working through plan now. ○ CSSD for RGH will also have to move to other sites during construction phase. ○ Some surgery may need to be delayed due to construction, currently planning what this will look like. ○ Raised potential impact on surgery activity at RGH with DHW at March Performance Meeting. Impact will be in next financial year. 	
7.3	RMCLHN Board Finance Committee Minutes	<ul style="list-style-type: none"> ○ Noted the RMCLHN Board Finance Committee draft minutes of 24 February 2022. 	
7.4	RMCLHN Board Clinical Governance Committee Minutes	<ul style="list-style-type: none"> ○ Noted the RMCLHN Board Clinical Governance Committee draft minutes of 24 February 2022. 	
7.5	RMCLHN Board Audit & Risk Committee Minutes	<ul style="list-style-type: none"> ○ Noted the RMCLHN Board Audit & Risk Committee draft minutes of 24 February 2022. 	
7.6	RSS Governance Committee	<ul style="list-style-type: none"> ○ Rural Support Service (RSS) Strategic Plan launched today. 	

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7.6.1	Meeting Minutes 15/12/2021	<ul style="list-style-type: none"> Kevin Cantley has advised his resignation from this committee and leaving Barossa Hills Fleurieu Local Health Network Governing Board. 	
7.6.2	Meeting Minutes 23/2/2022	<ul style="list-style-type: none"> Noted the Rural Support Service (RSS) Committee minutes of meetings held on 15 December 2021 and 23 February 2022. 	
7.6.3	RSS Governance Committee Meeting Schedule 2022	<ul style="list-style-type: none"> Noted the RSS Governance Committee meeting schedule for 2022. 	
8	PRESENTATION - Nil		
9	ITEMS APPROVED BY CEO FOR NOTING - Nil		
10	CORRESPONDENCE		
10.1	Incoming:		
10.1.1	Letter to Dr Joyner – House of Assembly Petition No. 84 of 2021 SA Ambulance Service Resourcing	<ul style="list-style-type: none"> Regional LHN's are seeking advice as to whether a response is still required by the incoming Government. Recognise that there are gaps are around investing in and attracting and retaining the Volunteer ambulance workforce. 	
10.1.2	Invitation for Community Feedback – Proposed Health Care Hub for Keith & District Hospital	<ul style="list-style-type: none"> Noted 	
10.1.3	Letter to Shane Mohor from Minister Health & Wellbeing	<ul style="list-style-type: none"> Noted. 	
10.2	Outgoing: Board Chair letter to P Brass - Reappointment as Chair to Audit & Risk Committee	<ul style="list-style-type: none"> Noted the letter to Peter Brass confirming reappointment to position of Independent Chair to the Governing Board Audit and Risk Committee for a further two years. 	The Board noted the outgoing letter.

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11 MEETING FINALISATION			
11.1	Questions ./ Comments	<ul style="list-style-type: none"> Recommendation received from Clinical Governance Committee to share its minutes with the Clinical Oversight and Aged Care Committee. Endorsed. 	ACTION: 20220331-07 Approved Clinical Governance Committee minutes to be shared with Clinical Oversight and Aged Care Cabinet committees.
11.2	Review actions to be taken	<ul style="list-style-type: none"> Refer items: 2.2, 2.4, 4.2, 5.2, 11.1, 11.3 	
11.3	Meeting evaluation	<ul style="list-style-type: none"> PJ summarised the meeting. Suggested that a work plan be developed for the Governing Board meetings. Note: Calendar suggests meeting with Health Advisory Council's (HAC's) (South) MB 28 April 4:15pm - 6:15pm - recently had to cancel the planned meeting with the North HAC's - suggested to look to schedule a whole of LHN (HAC) Conference in June/July and invite Minister Picton. 	ACTION: 20220331-08 Develop a Work Plan for the Governing Board. ACTION: 20220331-09 Explore the opportunity to hold a whole of RMCLHN Health Advisory Council meeting June/July 2022.

Meeting Close: 3.40 pm

Next Meeting: **Date:** 28 April 2022
Time: 1.00 pm – 4.00 pm
Location: TEAMs / Murray Bridge

Apologies:

<p>Signed:</p> <p>Peter Joyner</p> <p>Chair</p> <p>Date: / /</p>	 <p>28 Apr, 2022 1:03:59 PM GMT+9:30</p>
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