



Government of South Australia

Health

Riverland Mallee Coorong Local Health Network

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Minutes

Date: 28 October 2021 Time: 9.30 am Venue: Berri Hospital Board Room Meeting Number: #25

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: Karen Hollitt, ED Nursing & Midwifery, RMCLHN and Anne McKinlay, QRS Manager, RMCLHN (Item 6.1)

Apologies: Shane Mohor (SM), Jeanette Brown (JB)

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 |
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| 1 | 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. | |

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| 2.2 | Interests and Conflicts Disclosure | <ul style="list-style-type: none"> ○ Nil conflicts of interest for meeting declared. ○ Interests disclosure log noted. | |
| 2.3 | Confirmation of Minutes | <ul style="list-style-type: none"> ○ The minutes from the Board Meeting held 23 September 2021 were endorsed, with one minor correction. | The Board endorsed the previous minutes. |
| 2.4 | Review Actions Log | <ul style="list-style-type: none"> ○ Actions Log reviewed. ○ Action Item 6 RSS Work stream information Noted | |
| 3 | MATTERS FOR NOTING | | |
| 3.1 | Chairperson Report | <ul style="list-style-type: none"> ○ Report provided a summary of current issues. | Chairperson's Report noted. |
| 3.2 | Chief Executive Officer (CEO) Report | <ul style="list-style-type: none"> ○ Report highlighted achievements and current operational issues including. <ul style="list-style-type: none"> ○ Riverland Academy of Clinical Excellence (RACE) update ○ COVID-19 ○ Medical Workforce Mannum | CEO'S Report noted |
| 4 | PRESENTATION | | |
| 4.1 | Nil | <ul style="list-style-type: none"> ○ Nil | |
| 5 | MATTERS FOR DISCUSSION | | |
| 5.1 | COVID-19 Planning for border Changes | <ul style="list-style-type: none"> ○ South Australian borders re-opening 23rd November 2021. ○ Expectation that COVID-19 positive people will begin emerging within the community. ○ Will need to switch to supporting COVID-19 positive people in their own home and support in-home quarantine. ○ Vaccination rates are not evenly distributed across the community. | |

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| | | <ul style="list-style-type: none"> ○ A small percentage of COVID-19 positive patients will be provided with supported accommodation for quarantine purposes which will mostly be in Adelaide however RMCLHN gearing up to provide a small number of supported accommodation units in Berri. ○ COVID-19 positive patients who are in need of medical support will be transferred to the designated COVID-19 treatment hospital in Adelaide. ○ GP's are being communicated with regarding SA Health's COVID-19 plan and have been meeting with Rural Doctors Association of South Australia (RDASA) and the Australian Medical Association (AMA). The Primary Health Networks (PHN's) are involved in the planning. RMCLHN has met with GP's across the LHN over the past week. | |
| 5.2 | I Work for SA – Your Voice Survey RMCLHN Action Plan | <ul style="list-style-type: none"> ○ Louise Greenlees joined the meeting to discuss the key themes and processes involved in developing and managing the RMCLHN I Work for SA Staff Survey Action Plan <ul style="list-style-type: none"> ○ RMCLHN specific staff survey due to be released in November 2021. ○ Noted the RMCLHN I Work for SA Staff Survey Action Plan | ACTION: RMCLHN I Work for SA – Your Voice Action plan to be shared with staff via CEO Bulletin |
| 5.3 | Berri Medical Centre buildings | <ul style="list-style-type: none"> ○ SA Health continue to progress discussions for potential lease or purchase of the building. | |
| 5.4 | Mannum Aged Care | <ul style="list-style-type: none"> ○ Discussion regarding Aged Care in Mannum ○ Governing Board would like some assurance around the ongoing viability and stability of the of the Aminya Organisation | ACTION: WC to request Aminya CEO to present to the Board on their current financial situation and accreditation status. |

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| 5.5 | Governing Board Future Skills | <ul style="list-style-type: none"> Review skill gaps and develop strategy for ongoing skills development for representatives of the RMCLHN Board. PJ to work with WC, JB & CG | ACTION: PJ to report back to Board at the end of Q3 2021/2022 regarding strategy for Board member skills development. |
| 5.6 | Aged Care governance – Sample Terms of Reference | <ul style="list-style-type: none"> Discussed the potential for establishing an RMCLHN Governing Board Aged Care Committee. Yorke and Northern Local Health Network (YNLHN) Aged Care and Disability Services Standing Committee Terms of Reference provided as example. Clinical Governance Committee discussed and support the development of such in RMCLHN. Suggested an independent external Aged Care expert as Chairperson for the committee. RMCLHN committee to include responsibility for Aged and Disability care. | ACTION: JB to seek advice from YNLHN regarding process for establishing their Governing Board Aged Care Committee with Minister approval. |
| 5.7 | Executive director Clinical Innovation KPI Update | <ul style="list-style-type: none"> Noted the Executive Director Clinical Innovation (EDCI) Key Performance Indicator Report. | |
| 5.8 | Barmera Accreditation | <ul style="list-style-type: none"> Noted the draft reports and outcome of the Assessment contact visits by the Aged Care Quality and Safety Commission (ACQSC) from 14-16 September 2021. Discussion on the results, improvements since the last report and strategies implemented for continuous improvement occurred. | |
| 5.9 | Karoonda Hospital Staffing | <ul style="list-style-type: none"> Noted the information provided around staff shortages at Karoonda Hospital and the resulting temporary closure of Emergency Department services. | |

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| 5.10 | RACE Graphic Design | <ul style="list-style-type: none"> Endorsed the recommended RACE graphic device for use pending final development and deliverables by the creative agency and approval from the Department of Health and Wellbeing (DHW) Communications Manager. | |
| 6 STANDARD AGENDA ITEMS FOR DISCUSSION | | | |
| 6.1 | Performance Report | <ul style="list-style-type: none"> The RMCLHN October 2021 Performance Reports were noted. Noted that detailed discussion about financial performance reports occurred at the Finance Committee. | The Board noted the RMCLHN Performance Reports. |
| 6.1.1 | Finance and FTE Report- PPRC | <ul style="list-style-type: none"> Noted the Finance and FTE report. | |
| 6.1.2 | KPI Monthly Performance Report | <ul style="list-style-type: none"> Noted the Key Performance Indicators report. | |
| 6.1.3 | People and Culture Report | <ul style="list-style-type: none"> Noted the People and Culture report. | |
| 6.1.4 | Quality and Safety Reports | <ul style="list-style-type: none"> Noted the Quality and Safety reports. | |
| 6.1.4.2 | RMCLHN Medical Malpractice – Coronial Notifications – Serious Incident Response Scheme – NDIS Mandatory Reports | <ul style="list-style-type: none"> Noted the information provided regarding the RMCLHN Aged Care Serious Incident Response Scheme reports, NDIS Mandatory reports, Coronial notification and Medical Malpractice reported from 1 September – 30 September 2021 | |
| 6.2 | RMCLHN Planning Update | | |

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| 6.2.1 | Operational Monthly Report | Plan Status | <ul style="list-style-type: none"> Noted the October 2021 Plan and Service Priority status report for the Operational Plan. | The Board noted the Planning status report. |
| 6.2.2 | Operational Quarterly Report | Plan Quarterly Report | <ul style="list-style-type: none"> Noted the July-September 2021 Quarterly report on the RMCLHN Operational Plan | The Board noted the Operational Plan Quarterly report |
| 6.2.3 | Q&S Plan and Diversity & Inclusion sub-plan | Diversity & Inclusion sub-plan | <ul style="list-style-type: none"> Endorsed the RMCLHN Quality and Safety Plan and RMCLHN Consumer Diversity and Inclusion Sub-Plan | |
| 7 | MATTERS FOR DECISION | | | |
| 7.1 | | | <ul style="list-style-type: none"> Nil | |
| 8 | MATTERS FOR INFORMATION | | | |
| 8.1 | RMCLHN Finance Minutes | Board Committee | <ul style="list-style-type: none"> Noted the draft Minutes of 23 September 2021. | The Board noted the draft Minutes. |
| 8.2 | RMCLHN Clinical Governance Committee Minutes | Board Governance Committee | <ul style="list-style-type: none"> Noted the draft Minutes of 23 September 2021. Unusual item included re closure of Karoonda ED discussed with chair | The Board noted the draft Minutes. |
| 8.3 | Rural Support Service Governance Committee | Service Governance Committee | <ul style="list-style-type: none"> Noted the Rural Support Service (RSS) Governance Committee. | |
| 9 | ITEMS APPROVED BY CEO FOR NOTING | | | |
| 9.1 | | | <ul style="list-style-type: none"> Nil | |
| 10 | CORRESPONDENCE | | | |
| 10.1 | Incoming Clinical | - DHW Governance | <ul style="list-style-type: none"> For Information | |

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| | Unit re Consumer, Carer and Community Engagement opportunities in DHW | <ul style="list-style-type: none"> Noted the suggestion to promote consumer engagement opportunities within LHN as much as possible | |
| 11 | MEETING FINALISATION | | |
| 11.1 | Questions ./ Comments | <ul style="list-style-type: none"> Discussion re progress of Diligent implementation CG volunteered to be involved as Board Member champion | ACTION: Escalate the implementation of Diligent |
| 11.2 | Review actions to be taken | <ul style="list-style-type: none"> Refer items: 5.2, 5.4, 5.5,5.6, 11.1 | |
| 11.3 | Meeting evaluation | <ul style="list-style-type: none"> PJ summarised the meeting. | |

Meeting Close: 11.47am

Next Meeting: Date: 26 November 2021
 Time: 1.00 pm – 4.00 pm
 Location: Murray Bridge

Apologies:

Signed:

Peter Joyner
 Chair



Date: 26/11/21

