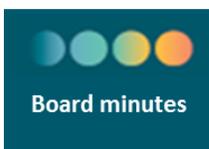


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Agenda Item 4.0

Minutes for Board meeting

03/12/2020 | 8:34 AM – 11:59 am - ACST

Board room, Level 2, FMC

Invitees

Board Members	SALHN Executive
Mr Mark Butcher (Chair)	Professor Susan O'Neill, Chief Executive Officer (CEO)
Ms Virginia Hickey	Ms Julie Bowman, Executive Director Governance & Risk (EDGR)
Associate Professor Tamara Mackean	Mr Wayne Gadd, Chief Finance Officer (CFO)
Ms Julie Mitchell	Mr David Morris, Chief Operating Officer (COO)
Ms Jill Noble	Observers/advisors
Ms Jenny Richter	Dr Jessica Smith, Registrar, Rehabilitation Medicine, for Items 6 and 7
	Ms Sarah Woon, Executive Director Allied Health, Intermediate Care and Aboriginal Health Services for Items 6 and 7

1. Welcome/Apologies & Acknowledgement to Country

Mr Butcher welcomed Board members and all those in attendance to the meeting. Ms Hickey, Associate Professor Mackean and Ms Noble attended the meeting via video-conference.

Mr Butcher paid respect to Traditional Owners and the continuing connection of the Kaurna people to Country.

Mr Butcher invited the CEO, Professor O'Neill to provide some introductory remarks. Professor O'Neill reflected on a number of challenges which disrupted SALHN during 2020 including, amongst other issues, the COVID-19 pandemic and bushfires of last summer. Professor O'Neill outlined priorities for 2021 including, but not limited to, the integration of a number of system-wide initiatives, which included:

- Digital Strategy;
- Goals of care;
- People Plan development and deployment, including Clinician engagement strategy;
- Community engagement strategy;
- Clinical Services planning, including Out of Hospital program and outpatient reform; and
- Continued embedding and expansion of our continuous improvement methodology across the organisation, with a focus on our vulnerable patient framework.

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The Board considered Agenda Items 6 and 7 in advance of Agenda Items 2, 3, 4, and 5.

6. Values Moment and 7. Disability Spotlight Session

~ Ms Woon and Dr Smith entered at 8.47 am ~

Agenda Items 6 and 7 were considered concurrently.

- Dr Smith, Registrar, Rehabilitation Medicine and GP, provided an overview of the challenges of providing contemporary medical and multidisciplinary care for people with disabilities with complex health issues. The consumer experience was illustrated via the presentation of a video of a SALHN patient with disability, combined with complex social and medical issues. Areas of learning for SALHN regarding what we do well, and where we may improve were discussed.
- Ms Woon, EDAH, outlined the:
 - Health and health care disparities for people with disability;
 - NDIS and the challenges of (non) intersection with the health care system;
 - Findings of the Royal Commission into Abuse, Neglect, Violence and Exploitation of people with disability;
 - Recommendations of the Safeguarding Taskforce;
 - DHW and priority of improving care for people with disability as evidenced by the SALHN-DHW service agreement;
 - New model of care developed for people with intellectual disability;
 - Snapshot of SALHN patients who have disability that align to NDIS eligibility criteria;
 - Journeys of two SALHN patients with disability; and
 - Plans for improvement and integrated planning at SALHN.

The Board discussed, amongst other items:

- The cultural, environmental, funding and skill set barriers across multiple sectors, including Health, with respect to enabling people with disability to access services, care and support;
- The bioethical dilemmas associated with babies surviving at increasingly earlier gestational age and people surviving injury that historically would have been life-limiting, and associated life-long support needs;
- Malalignment of acute health service time frames and working time frames of the NDIS;
- The volume of SALHN inpatients who meet NDIS eligibility criteria at any one time;
- The societal changes required in addition to SALHN strategies to improve inclusion, care, outcomes and experiences of people with disability.

DECISION: The Board noted the values moment and spotlight, thanked Ms Woon and Dr Smith for their presentation, and acknowledged the importance of improving access, culture, environment and care for people with disability.

ACTION: *Mr Butcher to send on behalf of the Board a thank you note to Dr Smith and Ms Woon. (Assignee(s): Mark Butcher; Julie Bowman; Due Date: 24 December 2020)*

~ Ms Woon and Dr Smith left at 10.00 am ~

~ The meeting adjourned at 10.00am. ~

~ The meeting resumed at 10.05am, returning to Agenda Item 2. ~

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Interests were noted.

3. Starring of items

Agenda Item 11.4 was starred for discussion.

4. Minutes of previous meeting

DECISION: The Minutes of the meeting held on 5 November 2020 were endorsed as a true and accurate record of proceedings.

5. Actions arising from previous meeting

'Pending' Actions arising from previous meetings were discussed at relevant Agenda Items, held over until their due date, or noted as follows:

Action #	Update
#117 and #118	Legal advice is being sought with respect to the RHTF

All other actions have been completed.

DECISION: The Board noted the completed Actions.

The meeting continued from Agenda Item 8.

8. CEO Report

The CEO, Professor O'Neill outlined:

- COVID-19 current status and SALHN response;
- Progress on SALHN's strategic direction;
- Current significant issues and risks;
- Major key performance indicators in light of the Service Agreement 2020-21;
- Ministerial priorities;
- DHW imperatives;
- Reflections of the last twelve months; and
- Priorities for 2021.

Amongst other items the Board discussed:

- Positive performance in bed management and underlying financial position for October 2020;
- My Home Hospital (MHH);
- Tracking of impact of MHH, SHEP, financials and activity via dashboards;
- Paediatric Eating Disorder Service governance status; and
- Clinical and Community engagement strategy intersection.

DECISION: The Board noted the report.

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ACTION: *Executive to update the Board on Paediatric Eating Disorder Service governance at the February 2021 meeting. (Assignee(s): David Morris; Due Date: 3 February 2021)*

ACTION: *Executive to provide briefing to the Board on My Home Hospital at the February 2021 meeting. (Assignee(s): David Morris; Due Date: 3 February 2021)*

9. SALHN Financial Performance

The Chief Finance Officer, Mr Gadd highlighted:

- The management account's end of month position for October 2020;
- The management account's end of year forecast position for 2020-21;
- Financial risks, including impact of COVID response on elective surgery and colonoscopy activity; and
- Activity and financial dashboards.

The Board discussed, amongst other items:

- October's performance and end of year forecast position as per the management accounts;
- Risks to realising the end of year forecast position;
- Elective surgery and emergency department performance to date; and
- Utility of the dashboards and dependence on DHW for timing of data access.

DECISION: **The Board noted the financial performance report to 31 October 2020.**

ACTION: *Executive to identify controls and treatments including pathways to and from DHW to realise improved timeliness of access to activity and financial data in dashboards (Assignee(s): Wayne Gadd; Due Date: 3 February 2021)*

ACTION: *Mr Butcher to discuss dashboards and identified controls and treatments as per above with LHN Board Chairs to enable improved business performance monitoring and predictive scenarios (Assignee(s): Mark Butcher; Due Date: March 2021)*

10. Items from Sub-committees

10.1 Clinical Governance Sub-Committee

The Chair of the Sub-Committee, Ms Richter outlined the decisions, discussions and actions from the meeting held on 26 November 2020, including:

- Thematic analysis of consumer stories and areas for focus in improvement work including goals of care;
- COVID-19 response status;
- Clinical risks;
- Endoscopy review;
- Review of quality report including alignment to NSQHS standards;
- Terms of Reference review;
- Work plan development.

The Chair further commented on:

- Her observations of Clinical Council held on 2 December 2020 and assurance gained via the high calibre and comprehensive nature of reporting from a divisional and NSQHS standard perspective; and
- Connections made with Chairs of metro LHN Clinical Governance Sub-committees.

DECISION: **The Board noted the update from the Sub-committee.**

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10.2 Capital Projects Sub-committee

The Chair of the Sub-Committee, Mr Butcher outlined:

- The need (due to COVID response) to reschedule the follow-up collaborative session with Executive to develop a structured campaign to communicate to a diverse range of stakeholders the urgency and scale of infrastructure needs across SALHN campuses.

DECISION: The Board noted the update.

ACTION: Collaborative Executive – Board session to be rescheduled in January 2021 (Assignee: Julie Bowman; Due Date 3 February 2021)

10.3 Audit and Risk Sub-committee

The Chair of the Sub-Committee, Ms Hickey outlined the:

- Need (due to COVID response) to reschedule the Executive-Board collaborative session on Risk appetite.
- Recent meeting of Chairs of LHN Audit and Risk Sub-committees with the Group Director Risk an Assurance Services, DHW and the Auditor General regarding priorities for 2021. Information is to be provided at the next Audit and Risk Sub-committee meeting in February 2021.

DECISION: The Board noted the update.

ACTION: Information from meeting with LHN Audit and Risk Sub-Committee Chairs to be discussed via Audit and Risk Sub-committee (Assignee: Virginia Hickey; Due Date February 2021)

10.4 Community Engagement Sub-committee

The Chair of the Sub-Committee, Ms Mitchell summarised:

- Progress with the Community and Consumer Engagement Strategy development;
- Intention for launch at an event in February 2021, given the change to a virtual format of 2020 Annual Public Meeting as a result of the COVID response; and
- Connection with Clinician Engagement Strategy.

DECISION: The Board noted the update.

ACTION: Chairs of SALHN Clinical Governance and Community Engagement Sub-committees to discuss connection of Clinician and Community Engagement Strategies (Assignee: Jenny Richter; Julie Mitchel; Due Date 3 February 2021)

12.5 CBRT

DECISION: The Board noted the CBRT report.

11. Items for Noting

11.1 Declarations of Interest Report

DECISION: The Board noted the Interests report.

11.2 Decisions made by Circular Resolution

DECISION: The Board noted the report.

11.3 Media Report

DECISION: The Board noted the report.

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11.4 (draft) DHW Policy framework

The Board discussed the likely need to document and deploy Board directives/standards/position statements across SALHN.

DECISION: The Board agreed that nomenclature of SALHN directive be used in the event that the Board sets a standard/position for the organisation.

ACTION: *'SALHN Directive' be incorporated into SALHN's Policy framework (Assignee: Julie Bowman; Due Date 3 February 2021)*

12. Correspondence

12.1 Minister's minute regarding LHN rebranding

The Board discussed the issue of branding and naming of LHNs.

DECISION: The Board resolved that the approach to be taken will be to test the SALHN name and brand with the southern community and plan a re-branding strategy, if indicated, and informed by community input.

ACTION: *Mr Butcher to advise the Minister and LHN Chairs of the above approach (Assignee: Mark Butcher; Due Date 16 December 2020)*

ACTION: *Executive to test the SALHN name and brand with the community as part of its engagement processes. (Fran Gallardo; February 2021)*

13. Other Business

13.1 Board vacancy management

The Chair sought Board discussion on Board vacancy management, and succession planning given the November 2020 resignation of Professor Chris Baggoley.

The Board discussed:

- Minister's office and DHW oversight of process of appointment to vacant positions;
- Legislated skill mix requirement of LHN Boards and current composition of the SALHN Board;
- Expression of interest process conducted via the Hardy group earlier in 2020 for all LHN Boards; and
- Governance benefits provided by utilisation of a Nominations and Remuneration Committee.

DECISION: The Board resolved to establish a Nominations and Remuneration Committee.

DECISION: Oversight of recruitment to two vacant positions on the SALHN Board to be overseen by the Committee.

ACTION: *Nominations and Remuneration Committee to be established (Mark Butcher, Julie Bowman; Due Date: February 2021)*

14. Meeting evaluation

The Board discussed the quality of the Board pack, the preparedness of members and Executive, the balance of discussion to each item, the tone of meeting proceedings, and the connections of the Values Moment and Disability spotlight presentations to SALHN's vision and mission.

15. Next Meeting

The next meeting was confirmed as 3 February 2021; 08.30am – 1.30pm, at FMC

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16. Meeting Close

The meeting was formally closed at 11.59am. The Chair thanked all in attendance for their contribution.



11/02/2021 12:24 PM

Approved as an accurate record of proceedings:

BOARD CHAIR