

Minutes for YNLHN Governing Board

02/09/2020 | 01:30 PM

Laura and District Hospital Meeting Room

Attendees (8)

John Voumard; Julianne Badenoch; Glenise Coulthard; Liz Malcolm; Yvonne Warncken (by phone); Roger Kirchner; Vincent Bellifemini; Leeanne Stringer

Agenda

1. Welcome, Acknowledgement of Country and Apologies

- The meeting commenced at 1.15pm.
- The Chair, John Voumard, Acknowledged the Traditional Owners of the Land and welcomed those present.
- John O'Connor was welcomed as an Observer.
- Lyn Poole was welcomed as a guest presenter.

2. Conflict Of Interest Declaration

Nil conflicts declared.

3. Minutes of previous meeting

The minutes of the meeting held on 5 August 2020 were accepted by consensus as a true and correct record.

4. Action List

Items on the Action List were discussed. The updated Action Plan will be distributed to members.

5. Presentations / Visitors

5.1 Lyn Poole, CEO, RDWA. 1.20pm -2:00 pm

Lyn Poole provided a comprehensive overview of the services provided by the RDWA, including but not limited to:

- Funding arrangements

- Recruitment and Retention
- Training and workforce development
- GP and Locum support

6.2 Dr. Viney Joshi, EDMS YNLHN. 2:00pm -2.30pm:

Dr. Joshi presented a proposal for the establishment of a LHN Medical Advisory Committee. The draft Terms of Reference for the YNLHN Medical Advisory Committee and Port Pirie Medical Advisory Committee were provided and discussed. It was agreed that further work is required to finalise these documents. It was also acknowledged that there are existing groups in the LHN that can be aligned with the proposed committee and the governance arrangements require clarification.

ACTION:

- *Review the draft YNLHN Medical Advisory Committees Terms of Reference and provide comments to L. Stringer by 11/09/2020. (All members)*
- *Redraft Terms of Reference and progress through the established governance structure Out Of Session, if required. (LS)*

6. Standard Agenda Items

6.1 Aged Care Services Board Committee meeting summary - 18.08.2020:

The report was discussed and noted.

Considerable discussion occurred about a long term issue. R. Kirchner advised this is being investigated and there has been discussion with the CE DHW, but is pending resolution.

R. Kirchner advised that he will ensure J. Voumard and L. Malcolm are kept abreast of the issue. Positive feedback was received about the Aged Care Services report.

6.2 Audit and Risk Board Committee meeting summary - 27.08.2020:

Discussion occurred about the Interim Audit Report. V. Bellifemini advised the YNLHN response to the Interim Audit is currently being developed.

ACTION: *Circulate the Interim Audit Report and YNLHN response to Board members. (LS)*

6.3 Consumer and Community Engagement Board Committee meeting summary - 18.08.2020:

G. Coulthard provided an overview of the meeting and progress with the YNLHN Consumer and Community Engagement Strategy. Discussion occurred about the due date for completion of the plan.

6.4 Clinical Governance Board Committee meeting summary - 18.08.2020:

J. Badenoch highlighted the key issues from the meeting.

A virtual accreditation process has been proposed, with a formal request pending. It was agreed that this approach would not be beneficial at this time.

Mental Health staffing is an issue with acknowledgement that COVID-19 and recent suicides are having significant impact upon communities. Funding support is being investigated to support increased staffing and the staffing structure is being looked at.

R. Kirchner and J. Voumard recently met with the Primary Health Network (PHN) and regular meetings have now been implemented.

Positive feedback was received about the Quality and Safety Report.

6.5 Finance and Performance Board Committee meeting summary - 28.08.2020:

The meeting summary was not available and will be circulated out of session. Considerable discussion occurred about the 2020-2021 funding allocations. Correspondence to be sent to the CE DHW.

6.6 Financial Reports - July 2020:

V. Bellifemini provided an overview of the current financial status, predicted end of year position and known cost pressures.

Work is underway in relation to identifying savings efficiencies for 2020-21.

6.7 Performance Report - July 2020:

Discussed and noted.

6.8 CEO report

Discussed and noted.

7. Chair's Update - verbal

The Chair provided a verbal update about current issues.

8.0 YNLHN Health Advisory Councils

Nil to report.

The next teleconference with HAC Presiding Members is scheduled for 14 September 2020.

PMs quarterly reports are due for this meeting.

9.0 Matters for Decision

9.1 Electrical Trades Proposal:

P. Fahey attended and provided an overview of the proposal. Discussion occurred about the benefits of this approach.

MOVED: That the proposal be supported.

APPROVED.

9.2 Peterborough Medical Centre Agreement:

P. Fahey provided an overview of the agreement.

Discussion occurred about this issue. P. Fahey to progress

9.2.1 Rental Rates Orroroo Medical Centre:

The issue relating to incorrect rental rates being charged by CHSA for the Orroroo Medical Centre was discussed and it was noted that improvements have now been implemented by YNLHN to ensure correct rates are now billed.

MOVED: That the Board endorses that the foregone rent for the Orroroo Medical Centre not be pursued due to this being the result of prior CHSA administrative errors.

APPROVED.

9.3 Contract Management of Facilities Maintenance and Minor Capital Projects:

P. Fahey provided an overview of this issue. Considerable discussion occurred, particularly in relation to the financial benefits of this approach. DTI has provided a positive response about the management of this returning to the LHN. Processes are in place, with other plans underway to ensure appropriate management of work, asset management and billing payments.

9.4 Strategic Withdrawal Plan:

P. Fahey provided an overview of the plan, particularly in relation to the recommendations in the briefing. The briefing was discussed and noted. The financial savings were clarified. Further information was requested about the Asset Plus system, and P. Fahey will provide a demonstration in the future.

MOVED: That the recommendations as listed in the briefing be approved.

APPROVED

9.5 Asset Sustainment Summary Report:

The report was noted.

9.6 Audit and Compliance Management:

The Briefing was discussed and noted. It was acknowledged that there is a critical shortage of resources in YNLHN to support this function.

MOVED: That the recommendations as listed in the briefing be supported.

APPROVED

10. Other Business

10.1 YNLHN Strategic Plan:

In progress.

Noted.

10.2 YNLHN Risk Management - feedback from Workshop:

Positive comments provided from members.

10.3 YNLHN Board membership:

The resignation of Yvonne Warncken, effective 18.09.2020, was noted.

J. Voumard is currently pursuing options for appointment to this vacancy.

A farewell event for Y. Warncken will be arranged post the Board Planning event.

ACTION:

Identify current skills gaps for YNLHN Board and advise L. Stringer by 22.09.2020. (All Members)

Add to next agenda. (LS)

10.4 Institutional Racism Audit:

The report was discussed at length. Several YNLHN staff members participated in the Webinar. G. Coulthard provided a comprehensive overview of the audit methodology and results. Concerns were expressed about the methodology and lack of validation with YNLHN about the information used for the report will be formally released on 3 September 2020. A bulletin will be provided to staff about the release.

10.5 Annual Public Meeting:

To be held between 1 October and 31 December annually, as per the Health Care (Governance) Amendment Act.

Arrangements to be discussed out of session.

11. Matters for Noting

11.1 YNLHN Annual Report and HAC Annual Reports:

The development and compilation of these is in progress.

Reports are due to be tabled in Parliament on 30 September.

The Annual Report will be progressed through the established governance structure, and approved by the Board Chair and CEO once the Audited Financial Statements have been received on 15 September 2020.

12. Correspondence

12.1 Outgoing: NYP Private Hospital 29.07.2020: Noted.

12.2 Incoming: NYP Private Hospital 10.08.2020: Noted.

13. Meeting Evaluation

Nil comments.

14. In Camera

An In Camera session was held from 5.10pm - 5.20pm with Board members present.

ACTION:

Arrange wi-fi dongles for Board members, Liz Malcolm and Julianne Badenoch so they can access Diligent. (LS)

15. Next meeting

The meeting closed at 5.20pm.

Next meeting: 7 October 2020, at Orroroo and District Health Service.

Agenda Items due: 28.09.2020.