

SALHN GOVERNING BOARD

Minutes of the meeting

09 February 2022

8:30 am – 1:30 pm (ACST)

FMC Boardroom, Level 2, Flinders Medical Centre

INVITEES		
Board members	SALHN Executive	In Attendance
<p><u>In attendance</u></p> <p>Mr Mark Butcher (Chair)</p> <p>Ms Virginia Hickey</p> <p>Assoc Prof Tamara Mackean</p> <p>Ms Julie Mitchell</p> <p>Ms Jill Noble</p> <p>Ms Jenny Richter AM (Deputy Chair)</p> <p>Prof Judy Searle</p> <p>Dr Tony Sherbon</p> <p>* Attended via VC</p> <p>^ Attended for Section 6 discussion</p>	<p>Dr Kerrie Freeman</p> <p>Chief Executive Officer (CEO) * ^</p> <p>Ms Jani Baker</p> <p>Chief Strategy Officer (CSO)</p> <p>In Attendance for specific items</p> <p>Assoc Prof Craig Whitehead – 6.1.1</p> <p>Clinical Director, Rehabilitation, Aged & Palliative Care</p> <p>Mr Wayne Gadd - sections 5 & 6</p> <p>Chief Finance Officer (CFO)</p> <p>Mr Michael Francese - in-camera</p> <p>Chief People Officer (CPO)</p> <p>Ms Judith Lovegrove – 2.3</p> <p>Executive Director Aboriginal Health (ED AH)</p> <p>Dr Diana Lawrence – 2.2 & in-camera</p> <p>Executive Director Medical Services (EDMS)</p> <p>Mr Justin Prendergast – 2.1 & 2.2</p> <p>Executive Director Nursing and Midwifery (EDN&M)</p> <p>Ms Marina Bowshall – 5.2</p> <p>State Director, Drug & Alcohol Services SA (SD DASSA)</p>	<p>Ms Karen Mugford</p> <p>Interim Board Secretariat</p>
APOLOGIES:		
<p>Mr Robin Moore, Chief Operating Officer</p> <p>Ms Linda Kohlhagen, Executive Director Allied Health & Intermediate Care Services</p>		

1. Welcome/ Apologies & Acknowledgement of Country

The Chair welcomed the Board to a new year and encouraged members attendance in person. Apologies were noted.

The Chair acknowledged the meeting is on the land of the traditional custodians of the Kurna people and paid respects to Elders past present and future, recognizing and respecting their cultural heritage, beliefs and relationships are of continuing importance to the Kurna people today.

2. Engagement / Presentations

~ The ED N&M arrived at the meeting. ~

2.1 Excellence Spotlight: Nursing and Midwifery

Highlights of the ED N&M presentation included:

- Nurse practitioner recruitment and talent development.
- After hours nurse lead’s responsibilities.
- Refreshed recruitment strategies and future workforce strategies in a competitive market.
- Benefits of values-based recruitment.
- Aboriginal cadetship program.

- Enterprise Bargaining Agreement requirements and implementation.
- Training framework refresh.

The ED N&M's discussion with the Board included:

- Vacancy rate and retention rate strategies and the positive outcomes.
- Performance to key workforce indicators and sustainable improvements.
- Engagement mechanisms with staff.
- Balancing skills and experiences for safety.
- Revitalised the nurse led research platform
- Outcomes and continuous improvement from person and family centred care surveys

DECISION: The Chair thanked the ED N&M for his presentation, the discussion and leadership.

2.2 Values Moment: Patient and Family Centred Care

The ED N&M discussed with the Board the culture of SALHN, with person and family centred care as a key foundation for achieving safe high quality health care, contributing to better outcomes and experiences for patients, carers, families, and the workforce.

The Board discussed with the ED N&M:

- The four pillars of dignity and respect, information sharing, participation, and collaboration.
- Measuring and evaluating improvement by addressing individual patient need and system improvement; recognising learnings taken from both positive and negative experiences of our patients and workforce.
- Building workforce capacity and capability.
- Creating person centred technology and built environments.

DECISION: The Chair thanked the ED N&M and acknowledged staff contribution to our community and to the delivery of the SALHN's objectives.

~ The ED N&M left the meeting. ~

2.3 Spotlight: Executive Director Aboriginal Health Overview

~ The ED AH arrived at the meeting. ~

The ED AH introduced her story and welcomed the Board to Country.

The ED AH discussed reflections since her commencement and priorities for sustainable governance and practices including:

- Creating culturally safe and welcoming environment at all sites.
- Kurna language projects with the workforce.
- Reconciliation Action Plan through engagement with community and workforce.
- Transition to an action based Aboriginal Health Steering Committee aligned to frameworks, strategy, and accreditations.
- Refreshing the Aboriginal Health governance structure.
- Introduction of a new Aboriginal cultural learning framework.
- Recruitment and retention strategies with wellbeing support.

The Board discussed with the ED AH:

- The role of leadership in creating a culturally safe service and responsive environment.
- Everyone's responsibility in mitigating racism and improving life outcomes by enabling Aboriginal and Torres Strait Islander people to have a genuine say in the design and delivery of policies, programs and services that affect them.
- Community and workforce trust in our organisation.
- Opportunities for greater exposure of workforce to Aboriginal culture.
- Engagement with our partners building connectivity and opportunity.
- Areas of growth within the Aboriginal Health portfolio to support social and emotional wellbeing through connectedness and kinship with community in Aboriginal business.

OFFICIAL: Sensitive

DECISION: The Chair thanked the ED AH for the discussion and recognised that these are shared priorities with the Board.

The Board met with the Karpa Ngarrattendi team to discuss their experiences and stories.

ACTION: If available Board members to attend Aboriginal cultural learning framework training, to be facilitated by Linking Futures at a date to be advised.

~ The ED N&M left the meeting. ~

3. In Camera Board Discussion

The Board held an in-camera meeting, no minutes were taken however matters discussed by the Board included:

- Clinical incidents
- Executive Committee Terms of Reference amendments to recognise Aboriginal and Torres Strait Islander engagement.
- Proposed spotlight for relationships with community partnerships.
- Briefing regarding Responsible Officers under the Public Interest Disclosure Act 2018 (SA).

4. Meeting Business

4.1 Framing of meeting

The Chair framed the discussions on the agenda.

4.2 Call for Any Other Business

No items were added to the meeting's business.

4.3 Declarations of Interest Report

DECISION: In relation to item 6.1.1. ACH Response, Ms Mitchell's interest was managed by removing access to the briefing and her withdrawal from the meeting for the consideration of this item.

DECISION: The Board agreed that there were no additional declarations that constituted an actual, potential, or perceived conflict to the matters before the Board.

4.4 Approval of Previous Minutes

DECISION The minutes of the 15 December 2022 and 27 January 2023 extraordinary meeting was approved as a true and accurate record of proceedings.

4.5 Actions arising from previous meeting(s)

DECISION: The Board noted that one action has closed with the remaining three actions in progress per scheduled date.

~Items are recorded in the order of discussion. ~

6.1.1 Response to ACH

~ Ms Mitchell left the meeting. The CD RAP and CFO arrived at the meeting. ~

In discussion with the CD RAP and CFO, the Board discussion included:

- Correspondence from Aged Care and Housing (ACH) Group regarding service arrangements at the Repat Health Precinct.
- Options for Transition Care Programme (TCP), with acknowledgement that it is a joint State and Commonwealth funded program.
- Options for models of care and workforce models including KPI to measure impact.
- Discussions had and planned with the CEO and Board Chairs of both parties in relation to Bangka Strait and TCP at the Repat Health Precinct.

DECISION: The Board endorsed the proposal to manage Bangka Strait and TCP beds.

Action: Chair to meet with the ACH Chair to discuss an extension date.

Action: CEO to correspond with Chief Executive SA Health on the DHW leading discussions with Federal Government as to Transition Care Package arrangements in South Australia.

~ Ms Mitchell returned to the meeting and the CD RAP left the meeting. ~

5. Matters for Decision

5.2 DASSA Governance Structure

~ The SD DASSA arrived at the meeting. ~

Ms Bowshall reported on discussions held with the CE SA Health and Minister for Health and Wellbeing regarding DASSA governance and the instruments of delegation required to execute such arrangements.

The Board discussed with the State Director:

- Progressing the implementation of the DASSA Internal Audit recommendations.
- Continuing discussions on some aspects of governance arrangements.
- Timing of proposed governance arrangement adoptions.

DECISION: Pending the Minister for Health and Wellbeing's decision, the Board supported the proposed governance arrangements enabling DASSA's service delivery to be governed and administered by SALHN, with provision of DASSA's corporate support systems.

~ The SD DASSA left the meeting. ~

5.1 Service Level Agreement DHW and SALHN 2022-2023

The Board noted that the Chair and CEO meet with the CE SA Health monthly where, at the most recent meeting, the 2022-23 Service Agreement, and processes and content for the 2023-24 Service Agreement were discussed.

DECISION: The Board authorised the Chair sign the 2022-23 Service Agreement.

6. Standing Items

~The CEO attended the meeting through Teams. ~

6.1 CEO Report

The CEO advised that as the strategic refresh is undertaken, the framing of the report will be aligned.

Highlights of the Board's discussion with the CEO included:

- Progress of procurement for the strategic refresh.
- State-wide Level 1 Trauma Service accreditation and SALHN's model of service.

DECISION: The Board noted the CEO Report January 2023.

6.2 Excellence Framework Reporting

The Board recognised that following establishment of new Committees, performance reporting will evolve over coming months.

DECISION: The Board will continue to receive the tabled report of 2022-23 Service Agreement KPI inclusive of trend summaries and high-level narrative on positive and negative variations to targets in the past month, noting this report will evolve to include SALHN KPI and Strategic Direction KPI.

DECISION: The Board Committees will receive a detailed report of SA Health and SALHN performance, current and trended, to targets enabling the Committee to 'deep dive' into narrative to include 2022-23 Service Agreement KPI, SALHN KPI and Strategic Direction KPI.

6.3 Committee Reports

6.3.1 Finance and Performance Committee 27 January 2023

The Board noted the matters addressed through the Finance and Performance Committee's inaugural meeting in January 2023. The Finance and Performance Chair highlighted to the Board:

- Recent DHW assessment of Quarter 2 performance resulting in a change from Level 2 to Level 3.
- Discussions with the DHW to realign trajectory to target to demonstrate progressive improvement.
- Improvement of Transfer of Care performance in January 2023.
- Infrastructure project discussions including schedule of work.

OFFICIAL: Sensitive

Board discussion included:

- Arrangements for funding demand management strategies.
- Budget bid processes.
- DHW appetite for rebasing to return to actual activity.

DECISION: The Board noted the Finance and Performance Committee's January 2023 report and supported the framework for reporting on matters relating to health service planning, infrastructure, financial management, and digital health through the Committee.

~ The CEO left the meeting. ~

6.3.2 Ramping Committee 15 December 2023

The Chair summarised discussions held at the Ramping Committee December 2022 meeting; noting the agenda items for next meeting include a report back on the Demand Risk Collaborative projects underway to influence ramping.

The Board discussed the complexity across all OECD Countries and Australia's comparative level of performance.

DECISION: The Board noted the Ramping Committee December 2022 report.

6.3.3 Clinical Governance Committee

The Chair Clinical Governance was invited to provide a verbal update from the Clinical Governance Committee held 08 February 2023. The Chair highlighted discussions on:

- Setting expectations of the committee following a refresh of its Terms of Reference and membership.
- A focus on safety and quality outcomes and assurance on governance processes.
- Reporting of emerging and clinical risk, and KPI.
- Observations from the recent external feedback in relation to preparation for accreditation.
- An update on maternity services.
- Future briefings planned on focus areas.

6.4 Workforce Report

~ The Chair and Ms Hickey left during this item at 1:30pm. The Deputy Chair continued the meeting. ~

The CPO highlighted progress in relation to the Vaccination Policy and management of staff who are not vaccinated; and the benefit being realised through the Wellbeing initiatives.

DECISION: The Board noted the Workforce Report.

Action: Board members to attend WHS training being scheduled in coming weeks.

7. Matters for Noting

7.1 Correspondence

DECISION: The Board noted the correspondence since the last meeting.

7.2 Decisions made by Circular Resolution

DECISION: The Board notes that no decisions have been made by Circular Resolution since the last meeting.

7.3 Clinical Incident Briefing

DECISION: The Board noted the Clinical Incident Brief Summary.

DECISION: The Board delegated to the Clinical Governance Committee detailed oversight of clinical incident briefings with the expectation that matters of concern be raised to the Board through the Committee report or out of session.

7.4 Media Reports

DECISION: The Board noted the Media Report.

8. Any Other Business

8.1 Board engagement

The Board discussed mechanisms to communicate engagement opportunities with consumers, community, and the workforce.

DECISION: Board to be provided with engagement opportunities in coming months at meetings.

9. Communication from the Board

The Chair summarised communications from the Board.

~ Ms Mackean left the meeting ~.

10. Evaluation of Meeting

The Board discussed the positive engagement with the presenters and Karpa Ngarrattendi.

11. Workplan review for next meeting

DECISION: No additional items were added to the March 2023 schedule of matters.

12. Meeting close

The meeting closed at 2:15pm.

13. Glossary



18 May, 2023 4:07:49 PM GMT+9:30

Approved as an accurate record of proceedings

BOARD CHAIR