

**Eyre and Far North Local Health Network
GOVERNING BOARD MEETING MINUTES**

**Thursday 28 October 2021 3.00pm – 6.00pm
Port Lincoln Hospital + Teams**

Name	Position/Title	Attendance	Item
Michele Smith	Chair	P	All
Leanne Dunchue	Member	P	All
Dr David Mills	Member	P	All
Jamie Siviour	Member	P	All
Chris Sweet	Member	P	All
Christine Thyer	Member	P	All
Trevor Smith	Member	P	All
Attendees			
Verity Paterson	Chief Executive Officer EFNLHN	P	All
Hudson Vieira	Chief Finance Officer EFNLHN	P	All
Jane Robinson	Director Governance and Strategy EFNLHN	P	All
Guests			
Debbie Martin (DM)	Executive Director Rural Support Service	P	Item 4.6

P = Present, A = Apology, X = Not Present

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon today.
 We acknowledge the deep feelings of attachment and relationship of Aboriginal people to country.
 We also pay respect to the cultural authority of Aboriginal people visiting/attending from other areas of South Australia present here.

Eyre and Far North Local Health Network GOVERNING BOARD Meeting Minutes 28/10/2021

	Agenda Item	Discussion Points
1.	OPENING	Meeting opened at 3.00pm, with quorum
	1.1 In Camera Discussion	<ul style="list-style-type: none"> • Not held.
	1.2 Welcome and Apologies	<ul style="list-style-type: none"> • Welcome, introductions and acknowledgement of traditional custodians.
	1.3 Interests and Conflicts Disclosure Log	<ul style="list-style-type: none"> • C. Sweet declared that his daughter no longer worked for the Rural Support Service (RSS) and that a potential conflict no longer existed. • L. Dunchue declared a voluntary role auditing the Streaky Medical Bay Clinic financial accounts this year.
	1.4 Confirmation of previous Minutes	<ul style="list-style-type: none"> • Board confirmed the Minutes as a true and accurate record, resolution that Minutes be signed by the Chair carried.
	1.5 Actions from previous Minutes	<ul style="list-style-type: none"> • Reviewed and confirmed.
	1.6 Notification of Other Business	<ul style="list-style-type: none"> • Nil
2.	STRATEGIC DISCUSSION	
	2.1 COVID-19 Preparations	<ul style="list-style-type: none"> • Board noted multiple approaches by the LHN to improve vaccination rates in preparation for borders reopening on 23 November 2021. Key points: <ul style="list-style-type: none"> ○ 80% of first doses about to be achieved in Eyre and Far North, second doses at 70% ○ Coober Pedy continued to record lowest vaccination rates in the State; strategy meetings were being held with key stakeholders, the LHN Chief Executive Officer and senior staff were visiting Coober Pedy to refocus efforts, and additional marketing and communications was planned. ○ Multiple factors leading to vaccine hesitancy with no single solution. ○ While vaccine hesitancy had been high in Aboriginal communities, vaccination rates were exceeding targets at Oak Valley, Tullawon, and Ceduna. Misinformation and fear campaigns on social media had been identified as a cause for concern, particularly among older members of the Aboriginal community. ○ Planning was continuing to implement EFNLHN's COVID Response Plan, including preparations to repurpose sites and align staffing re care at home and setting up red and green Emergency Departments at Port Lincoln, Ceduna and

		<p>Cooper Pedy hospitals.</p> <ul style="list-style-type: none"> ○ Shortage of additional staff (particularly nursing) and staff burnout continue to pose the biggest risks to delivery of the Response Plan.
3.	MATTERS FOR DECISION	
	3.1 Nil	<ul style="list-style-type: none"> ● Nil for decision.
4.	MATTERS FOR DISCUSSION	
	4.1 EFNLHN Service Agreement 2021-22 Update	<ul style="list-style-type: none"> ● Board noted progress with discussions between the LHN and Department for Health and Wellbeing about the Budget allocation for 2021-22. ● Board agreed it was not yet comfortable to sign the 2021-22 Agreement; the Finance and Performance Committee had advised the Board to seek further clarification regarding the treatment of revenue and expenditure, and had expressed disappointment at the way the Department had handled the LHN's Budget queries.
	4.2 Cleve Incident Update	<ul style="list-style-type: none"> ● Board considered a briefing about a dementia patient absconding from an LHN-run hostel at Cleve, and his subsequent discovery, hospitalisation and death, and agreed this had been a very distressing incident for the man's family and the staff involved. ● Clinical Review Committee would look in-depth at the matter; Board asked that the findings be made available to it. ● Board noted that a Coronial inquest would also be held.
	4.3 Multi Purpose Service (MPS) Grants Submission	<ul style="list-style-type: none"> ● Board noted that applications for Commonwealth funding for Multi-Purpose Service site infrastructure improvements had been submitted by the LHN and by Mid West Health and Aged Care Inc, which owned bed license at Elliston, Streaky Bay and Wudinna. The Board noted its disappointment that Mid-West Health and Aged Care Inc had not put any bids in for capital works at Streaky Bay.
	4.4 Aged Care 4.4.1 Strategy Update 4.4.2 Third Wave of Consolidation Paper	<ul style="list-style-type: none"> ● Board noted that governance arrangements for the Statewide country aged care strategy were still being finalised. ● Board noted the analysis.
	4.5 Draft EFNLHN Operational Plan	<ul style="list-style-type: none"> ● Board took part in consultation on the draft Plan, commenting that it was ambitious and comprehensive. ● Board sought the addition of a message from the Chief Executive Officer and would review the final version at its November meeting.

		<ul style="list-style-type: none"> Board reviewed and approved the proposed reporting template, supporting a project management approach to control and manage risks to delivery, noting that COVID-19 developments could have an impact on timelines in future.
	4.6 GP Contract Negotiation Update	<ul style="list-style-type: none"> Board noted an update on contract negotiations by Rural Support Service Executive Director, D. Martin.
	4.7 Board Effectiveness Review Report	<ul style="list-style-type: none"> Board discussed the results of the annual Board effectiveness review, based on a self-assessment by Board members of performance, effectiveness, and skills. While the results had been positive, Board Members had identified opportunities to further develop their knowledge and skills in information technology policy and security, aged care, mental health and Aboriginal health. Board agreed to finalise an Action Plan, based on the results, at its November 2021 meeting. Board also noted that an advisory group of Aboriginal Health Board Members had been set up and would continue to meet regularly, including with the Minister for Health and Wellbeing. Mentoring of emerging leaders was one of the areas of interest discussed. <p><i>L. Dunchue left the meeting at 4.36pm due to connectivity issues at Streaky Bay</i></p>
	4.8 Information Technology and Security Update 4.8.1 Digital Health Strategy Update 4.8.2 ACSC Annual Cyber Threat Report 2020-21	<ul style="list-style-type: none"> Board noted that SA Health's Digital Health team had proposed a remote staff monitoring option which the LHN had asked to be revised to a satellite-based option, and work was ongoing. Board noted the Australian Cyber Security Centre's Annual Cyber Threat Report 2020-21.
	4.9 Chief Executive Officer Report 4.9.1 CEO Report Oct 2021 4.9.2 EFNLN Performance Report Oct (August Reporting) 2021 4.9.3 EFNLHN Executive Committee Summary	<ul style="list-style-type: none"> Board noted the Report, including that EFNLHN has two finalists in the SA Health Awards on 19 November, one of only two regional LHNs with nominations. Board reviewed the Performance Report, noting that the LHN continued to perform well against most measures, despite COVID-19 and budget pressures. Board noted the summary, and discussed plans to strengthen support for consumer engagement work, aligned with the LHN's Strategic Plan.

	Oct 10, 2021	
	<p>4.10 Finance Report</p> <p>4.10.1 EFNLHN Finance Report Oct 2021</p> <p>4.10.2 Budget Bids Update</p>	<ul style="list-style-type: none"> • Board discussed the report and noted that EFNLHN continued to forecast a significant Budget variance, partly due to changes to the Budget allocation, having achieved a balanced budget in the previous two years. • Board noted that EFNLHN had not been successful in the first round of bids; in particular, a bid to expand the Port Lincoln Emergency Department had been rejected for the second year in a row.
	<p>4.11 Board Committees</p> <p>4.11.1 Finance and Performance Committee</p> <p>4.11.2 Clinical Governance Committee</p> <p>4.11.3 Audit and Risk Committee</p> <p>4.11.4 Consumer, Community and Clinical Engagement Committee</p>	<ul style="list-style-type: none"> • Board noted the Minutes. • Board noted the Minutes. • Board noted that the Committee next meets on 15 November. • Board noted that the Committee next meets on 4 November.
	<p>4.12 Chairperson Update</p> <p>4.12.1 Update</p> <p>4.12.2 Annual Public Meeting Planning</p> <p>4.12.3 Recruitment of Digital/ICT Board Member</p>	<ul style="list-style-type: none"> • Board noted the Chair's update. • Board Members noted that Annual Public Meeting would be held on 25 November 2021 at the Cleve Institute from 5pm to 6pm. • Board noted that the Minister has approved the recruitment to the Board of an expert with IT and digital skills, and that a recruitment process would progress. The Board Chair would not participate in the recruitment process, having identified a potential conflict of interest relating to a family member who worked in this field; Board Members C. Sweet and J. Siviour would conduct the recruitment process.
5.	MATTERS FOR NOTING	
	5.1 Major Correspondence	

	<p>5.1.1 Consumer EOI Opportunities</p> <p>5.1.2 EFNLHN Advice on collective regional tolerances for elective surgery and colonoscopy</p> <p>5.1.3 Northern Eyre Peninsula Health Alliance Submission to Federal Inquiry</p>	<ul style="list-style-type: none"> • Board noted that the Department had identified opportunities to involve consumers in health projects via an Expression of Interest process. • Board noted that EFNLHN had performed well and had no overdue elective surgery in this area. • Board discussed the contents of the NEPHA submission and agreed to discuss the next iteration at a medical services workshop to be held on 26 November 2021.
	5.2 EFNLHN Annual Report 2020 -21	<ul style="list-style-type: none"> • Board noted that the Annual Report had been completed and was planned to be tabled in the SA Parliament on 18 November 2021.
	5.3 Ceduna Service Design Project Progress Report	<ul style="list-style-type: none"> • Board noted a progress report.
6.	OTHER BUSINESS	
	6.1 Other Business from Item 1.6	<ul style="list-style-type: none"> • Nil.
7.	MEETING FINALISATION	
	7.1 Review actions to be taken	<ul style="list-style-type: none"> • Actions reviewed.
	7.2 Meeting Evaluation	<ul style="list-style-type: none"> • C. Thyer conducted the evaluation, concluding the meeting had been well organised and run, participation was positive, Board members were engaged and looking for positive outcomes while working in a complex environment.
	7.3 Agenda items for next meeting	<ul style="list-style-type: none"> • Board agreed to start meetings with a patient story, first using the same content as the Clinical Governance Committee, which included a patient story at its monthly meetings, and would iterate this approach.
	7.4 Meeting Close	<ul style="list-style-type: none"> • 6.10pm
<p>Next Meeting: 25 November 2021 1.00pm – 4.00pm at Cleve Hospital and via Teams</p>		

Minutes approved

A handwritten signature in black ink, appearing to read 'Michele Smith', with a circular flourish at the end.

Michele Smith.
Chair, Eyre and Far North Local Health Network
25 November 2021