

Name	Position/Title	Attendance	Item
Michele Smith	Chair	P	All
Leanne Dunchue	Member	P	All
Bruce Green	Member	P	All
Tina Miller	Member	P	All
Dr David Mills	Member	P	All
Jamie Siviour	Member	P	All
Chris Sweet	Member	P	All
Attendees			
Verity Paterson	Chief Executive Officer EFNLHN	P	All
Shane Porter	Financial Business Advisor EFNLHN	A	
Jane Robinson	Director, Governance and Strategy EFNLHN	P	All
Guests			
Dr Susan Merrett (SM)	Executive Director Medical Services EFNLHN		Item 4.1.2

P = Present, A = Apology, X = Not Present, V= Virtual presence (VC/Phone)

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 28/11/2019		
	Agenda Item	Discussion Points
1.	WELCOME TO COUNTRY	Welcome to Country by Jodie Milne
2.	OPENING	Meeting opened at 11.00am, with quorum
	2.1 Welcome and Apologies	<ul style="list-style-type: none"> • Apologies: Nil • B. Green congratulated M. Smith for being a finalist for CEO of the year.
	2.2 In Camera Board Discussion	<ul style="list-style-type: none"> • Nil.
	2.3 Interests and Conflicts Disclosure Log	<ul style="list-style-type: none"> • L. Dunchue declared a potential conflict due to her association with the Streaky Bay and District Medical Centre Inc. fundraising committee; she was not a Director but had provided advice and support. L. Dunchue decided to absent herself from discussion about this item and asked to be given due notice when the item was about to start.
	2.4 Confirmation of previous Minutes	<ul style="list-style-type: none"> • Minutes confirmed.
	2.5 Actions from previous Minutes	<ul style="list-style-type: none"> • Action Items reviewed and confirmed.
	2.6 Notification of Other Business	<ul style="list-style-type: none"> • Attestation Statement 2019.
3.	STRATEGIC DISCUSSION	
	3.1 Aged Care Governance	<ul style="list-style-type: none"> • Board noted the Standards Wise Report, including 14 recommendations made across country SA and feedback specifically about Eyre and Far North LHN (EFNLHN) Multi Purpose Service (MPS) sites. • V. Paterson briefed the Board that EFNLHN had: <ul style="list-style-type: none"> ○ developed an Implementation Plan for each MPS site and changes had been implemented, including increasing staffing levels and changing staff mix. ○ engaged a consultant to cost a new staffing model to align with current national aged care quality and safety standards, even though EFNLHN sites were not inspected nor accredited against these standards at this time. ○ engaged support through the Rural Support Service to review the Implementation Plans and look at models of care appropriate to a country

		<ul style="list-style-type: none"> ○ setting. ○ wanted to install an electronic care planning system but this required a significant upgrade to bandwidth at EFNLHN sites which SA Health was looking at; timeline had not yet been confirmed. ● D. Mills raised that the Clinical Governance Committee had discussed whether some services could be provided by video conference to make better use of staff, which would require changing service delivery models. ● Board discussed challenges meeting infrastructure repairs and maintenance needs, and what further support was needed to continue to deliver the Implementation Plans, prepare for the Royal Commission's final report and manage risk.
	3.2 Legislative Compliance	<ul style="list-style-type: none"> ● Board noted that the Department for Health and Wellbeing is procuring a service to support LHNs with ongoing compliance with legislative requirements. ● Board discussed the ICAC Commissioner's concerns about potential maladministration in SA Health, including issues with medical contracts and record keeping. V. Paterson confirmed that EFNLHN currently has only one salaried medical officer, who is the Executive Director of Medical Services. The Board discussed the status of medical contracts and asked the LHN to provide an update.
4.	FOR DECISION	
	4.1 For major strategic decision 4.1.1 EFNLHN Service Agreement 2019-2020	<ul style="list-style-type: none"> ● Board noted the content of a draft response to the DHW Chief Executive about the Service Agreement. ● Board agreed that the letter could be sent Out of Session.
	4.1.2 Streaky Bay Medical Practice	<ul style="list-style-type: none"> ● L. Dunchue excused herself from the discussion and left the room at 11.45am. ● Board discussed the Streaky Bay and District Medical Clinic Inc.'s request for assistance with the provision of medical services, noting that the incorporated body was technically insolvent so the LHN could not provide direct financial assistance. ● Discussion that the current medical model had proved unsustainable; the local community was to be applauded for its ongoing efforts to secure medical services. ● Board approved EFNLHN to develop and implement support for the provision of medical services to the Streaky Bay community from 1 January 2020 to 30 June 2020, on the condition that the Streaky Bay and District Medical Clinic Inc. work with the LHN to develop a sustainable medical model.
	4.1.3 Risk Appetite Statement	<ul style="list-style-type: none"> ● L. Dunchue rejoined the meeting. ● Board approved the resolution as proposed:

		<ol style="list-style-type: none"> 1. That the Board endorses the Eyre and Far North Local Health Network's (EFNLHN) Risk Appetite Statement. 2. That the Board approves an annual formal review of the Risk Appetite Statement and reserves the option to reconsider a tolerance should the circumstances of the organisation change at short notice.
	4.1.4 Escalation Policy	<ul style="list-style-type: none"> • Board approved the resolution as proposed: The Board approve the Operational Escalation Procedure and Matrix for implementation in the Eyre and Far North Local Health Network.
5.	MATTERS FOR DISCUSSION	
	5.1 Chief Executive Officer Report 5.1.1 CEO Report October 2019 5.1.2 Performance Report	<ul style="list-style-type: none"> • Board noted the CEO Report. • Discussion about recent catastrophic fire conditions, SA Power's policy of cutting power to Port Lincoln as a precautionary measure, and the impact on Port Lincoln Hospital and patients in the community. • Board noted the Performance Report; specifically that Port Lincoln Hospital is meeting its key performance indicators.
	5.2 Finance Report 5.2.1 Finance Report	<ul style="list-style-type: none"> • Board noted the Finance Report, including a slight improvement in the projected end of year financial performance and that key cost pressures remain consistent, generated by the cost of maintaining the medical workforce, infrastructure repairs and maintenance, and an increase in aged care staffing above funded levels and a change in skill mix to align with aged care standards.
	5.3 Committee Minutes 5.3.1 Finance and Performance Committee 5.3.2 Audit and Risk Committee	<ul style="list-style-type: none"> • Board noted a verbal report by the Committee Chair about a meeting held earlier in the day. • Board noted a verbal report by C. Sweet, from the first meeting held under a new independent Committee Chair; draft minutes of that meeting also noted. Discussion

	<p>5.3.3 Clinical Governance Committee</p> <p>5.3.4 Community, Consumer and Clinician Engagement Committee</p>	<p>about information flows and the Committee's work on setting up an annual calendar of reporting.</p> <ul style="list-style-type: none"> • Board noted Committee minutes and a verbal report by D. Mills, including that this Committee is also still refining information flows and reporting arrangements. • Board noted Committee minutes and a verbal report by J. Siviour; the Committee had discussed the respective roles and responsibilities of the Governing Board and the Health Advisory Councils, reviewed the consumer and community engagement plan for the upcoming EFNLHN Strategic Plan public consultation, and been briefed about the development of EFNLHN's Consumer Engagement and Clinician Engagement Strategies, which were both progressing well.
	5.4 Chairperson's Update	<ul style="list-style-type: none"> • Chairperson's update noted, including an overview of a consultation by the Rural Support Service about further devolvement of functions to the regional LHNs over the next three years.
6.	OTHER BUSINESS	
	6.1 Items raised at 1.6	<ul style="list-style-type: none"> • Board reviewed the draft Attestation Statement for 2019 and asked to be briefed towards the end of 2020 about the standards and accompanying commentary to prepare for signing the 2020 Statement. • Board approved the resolution as proposed: <p style="margin-left: 40px;">That the Board approves the Eyre and Far North LHN Chief Executive Officer to sign the 2019 Attestation Statement on behalf of the LHN, as part of the National Safety and Quality Health Service Standards accreditation process.</p>
7.	MATTERS FOR NOTING	
	7.1 Mental Health Service Memorandum of Administrative Arrangement (MoAA)	<ul style="list-style-type: none"> • Board discussed and changed the proposed resolution, which was then subsequently approved: <p style="margin-left: 40px;">That the Board considers and approves the Mental Health Service Memorandum of Administrative Arrangement, as endorsed by the Clinical Governance Committee.</p>
	7.2 Medical Workforce & Medicare	<ul style="list-style-type: none"> • Board noted the paper and welcomed the proposal that Eyre and Far North LHN be the trial site in South Australia for a Section 19 (2) exemption under the Health Insurance Act.

	7.3 Strategic Plan Project Status Report	<ul style="list-style-type: none"> Board noted that the public consultation on the development of the EFNLHN Strategic Plan was being launched later in the day, at the Governing Board's first Annual Public Meeting.
	7.4 Ceduna Birthing Services Project Status Report	<ul style="list-style-type: none"> Board noted the Report.
	7.5 Major Correspondence	<ul style="list-style-type: none"> Board noted correspondence relating to the external audit process and agreed to send a reference to the Audit and Risk Committee to ask that Committee's view on the future appointment of external auditors. Board noted correspondence related to the provision of dentistry services and approved the Chief Executive Officer to continue to discuss the matter with Dr Cindy Dennis.
	7.6 Board Buzz	<ul style="list-style-type: none"> Board noted the November 2019 issue.
	7.7 Board Calendar Update	<ul style="list-style-type: none"> Board agreed to cancel the proposed January 2020 Board meeting and schedule the next meeting on 27 February 2020 in Wudinna. Board endorsed two Board Members – Jamie Siviour and Leanne Dunchue – to undertake the Australian Institute of Company Director's Company Director's course from 20 to 24 January 2020.
8.	MEETING FINALISATION	
	8.1 Review actions to be taken	<ul style="list-style-type: none"> Action Items reviewed.
	8.2 Decisions/items for public disclosure	<ul style="list-style-type: none"> Minutes.
	8.3 Meeting Evaluation	<ul style="list-style-type: none"> Noted.
	8.4 Agenda items for next meeting	<ul style="list-style-type: none"> EFNLHN Risk Register. Ceduna Birthing Services Options Paper.
	8.5 Meeting Close	<ul style="list-style-type: none"> 2.00 pm.
<p>Next Meeting: Thursday 19 December 2019 By video Conference 4.00pm - 7.00pm</p>		

Minutes approved

A handwritten signature in black ink, appearing to read 'Michele Smith', written in a cursive style.

Michele Smith.
Chair, Eyre and Far North Local Health Network
19/12/2019