

| Name | Position/Title | Attendance | Item |
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| Michele Smith | Chair | V | All |
| Leanne Dunchue | Member | V | A |
| Bruce Green | Member | V | All |
| Dr David Mills | Member | V | All |
| Jamie Siviour | Member | V | All |
| Chris Sweet | Member | V | All |
| Attendees | | | |
| Verity Paterson | Chief Executive Officer EFNLHN | V | All |
| Shane Porter | A/Chief Finance Officer & Financial Business Advisor EFNLHN | V | All |
| Jane Robinson | Director Governance and Strategy EFNLHN | V | All |
| Guests | | | |
| Brian McKenny | Clinical Director, Rural and Remote Mental Health Service (BHFLHN) | V | Item 3.1 |
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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 28/05/2020 | | |
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| | Agenda Item | Discussion Points |
| 1. | OPENING | Meeting opened at 4.00pm, with quorum |
| | 1.2 Welcome and Apologies | <ul style="list-style-type: none"> • Welcome, no apologies. • Acknowledgement of country and the commencement of Reconciliation Week. |
| | 1.1 In Camera Board Discussion | <ul style="list-style-type: none"> • Started 4.05pm, ended 4.30pm |
| | 1.3 Interests and Conflicts Disclosure Log | <ul style="list-style-type: none"> • Nil declared. |
| | 1.4 Confirmation of previous Minutes | <ul style="list-style-type: none"> • Confirmed. |
| | 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"> • Update about the Northern Eyre Peninsula Health Alliance (NEPHA). |
| 2. | COVID 19 UPDATE | |
| | 2.1 COVID-19 | |
| | 2.1.1 Update | <ul style="list-style-type: none"> • Board noted that a review of the Incident Management Team (IMT) structure, processes and performance had been undertaken by a member of the Australian Defence Force (Major Aaron Kinsleydale). Initial feedback had indicated that the IMT had been well organised and communications had worked well, particularly with internal and external stakeholders. In terms of improvement, advice had been provided about managing the wellbeing of the team and finding a sustainable IMT format for the next 12 – 18 months. |
| | 2.1.2 Costings | <ul style="list-style-type: none"> • Board noted a report on the cost to the LHN of a) COVID-19 planning and preparation to date and b) estimated cost of a COVID-19 outbreak in the Eyre and Far North, both across the LHN and at site level. • Board asked if there was a risk that COVID-19 cost pressures would remain unfunded. V. Paterson said the Department for Health and Wellbeing (DHW) had committed to cover COVID-19 costs as long as the LHN could demonstrate its expenditure, which EFNLHN had done. |

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| 3. | MATTERS FOR DECISION | |
| | 3.1 EFNLHN Risk Register | <ul style="list-style-type: none"> Board noted the recommendation of the Audit and Risk Committee and approved the following resolution: “That the Governing Board: <ul style="list-style-type: none"> notes that the Audit and Risk Committee has recommended the consolidated Eyre and Far North Local Health Network (EFNLHN) Risk Register for approval by the Board. approves the EFNLHN Risk Register.” Board sought to minute that further risk analysis in relation to the COVID-19 pandemic was being actioned by the Executive Team. |
| | 3.2 EFNLHN Consumer and Community Engagement Strategy | <ul style="list-style-type: none"> Board considered the recommendation by the Consumer, Community and Clinician Engagement Committee to approve the EFNLHN Consumer and Community Engagement Strategy, which had been designed to implement the approved Consumer and Community Engagement Framework. Board praised the content and presentation of the Strategy, which is planned to be hosted online. Board approved the proposed resolution: “That the Governing Board considers and approves the <i>Eyre and Far North Local Health Network (EFNLHN) Consumer and Community Engagement Strategy 2020-23.</i>” |
| 4. | GUEST PRESENTER | |
| | 4.1 Brian McKenny, Clinical Director, Rural and Remote Mental Health Services 4.1.1 Mental Health Memorandum of Administrative Arrangement 4.1.2 Mental Health Data update | <ul style="list-style-type: none"> Board noted a presentation by B. McKenny and sought further clarification about whether the Memorandum of Administrative Arrangement (MoAA) was about to undergo significant revision, as indicated in a cover letter, or would continue in its present form. Board postponed making a decision on the MoAA while further information on that point was sought, as well as clarification of funding arrangements for that service in 2019-20. Board also discussed the availability of inpatient beds and the role of community in-reach services, as well as expressing concern about suicide rates regionally. |
| 5. | MATTERS FOR DISCUSSION | |
| | 5.1 Rural Support Service Memorandum of Understanding | <ul style="list-style-type: none"> Board noted that the regional Local Health Network Board Chairs had recently agreed to an extension of the Memorandum of Understanding until 31 December 2020 while an independent consultancy prepared funding options for consideration. |
| | 5.2 Streaky Bay Medical Practice Update | <ul style="list-style-type: none"> Board noted a letter from the Streaky Bay Medical Practice Inc. confirming that a GP was scheduled to commence work in the practice on 27 July 2020. Board approved the continuation of existing funding arrangements until 27 July 2020 to ensure locum cover. |

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| 5.3 Oodnadatta Clinic Update | | <ul style="list-style-type: none"> • Board noted that the LHN was legally required to meet Gayle's Law requirements and approved the continued employment of an Aboriginal Health Worker at 0.7FTE. • Board also noted that EFNLN planned to run a local consultation about the community's service needs in preparation for tendering that service, and would bring the results back to the Board. |
| 5.4 Aged Care Governance Next Steps | | <ul style="list-style-type: none"> • Board noted that the EFNLHN Strategic Plan would set the LHN's strategic priorities. • Board agreed that in terms of sequencing, the Strategic Plan should be completed first and an aged care strategy developed once that is in place and the recommendations of the Royal Commission into Aged Care Quality and Safety are known. • Board approved a proposed resolution: "Aged care planning and the development of an EFNLHN aged care strategy will be considered after the completion of the EFNLHN Strategic Plan." |
| 5.5 Chief Executive Officer Report | <p>5.5.1 CEO Report April 2020</p> <p>5.5.2 Performance Report March 2020</p> <p>5.5.3 Executive Committee Report</p> | <ul style="list-style-type: none"> • Report noted. • Board Member L. Dunchue to join EFNLN CEO at a planned meeting with Mid-West Aged Care Inc. • Chair briefed the Board that the Finance and Performance Committee had reviewed this Report and was satisfied that plans were in place to manage areas of potential risk, including excess leave and criminal history checks. • Summary noted; Board agreed that it did not need to review the Executive Committee meeting Minutes. |
| 5.6 Finance Report | | <ul style="list-style-type: none"> • Board noted a verbal presentation by Stephen Jared (SA Auditor-General's Department) and Luke Williams (external auditor, Galpins) about the 2019-20 external audit, financial statements and controls processes and timetable. • Board noted the monthly EFNLHN finance report, particularly that EFNLHN was forecasting close to financially balanced position. Cost pressures had remained the same across the financial year, e.g. unfunded costs of medical practices and locums, staffing to contemporary aged care models and repairs and maintenance, offset by growth in Commonwealth revenue for home care packages and NDIS. • Board noted that budget allocations would not be available for some time and that EFNLHN expected to receive the same budget as the previous year, with some minor adjustments. |

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| | <p>5.7 Committee Minutes</p> <p>5.7.1 Finance and Performance Committee</p> <p>5.7.2 Clinical Governance Committee</p> <p>5.7.3 Audit and Risk Committee</p> <p>5.7.4 Consumer, Community and Clinical Engagement Committee</p> | <ul style="list-style-type: none"> • Board noted Item 5.6. • Board noted the Committee was reviewing clinical risks at the request of the Audit and Risk Committee. • Board noted that the Audit and Risk Committee had endorsed for approval: <ul style="list-style-type: none"> ○ EFNLHN consolidated Risk Register ○ Three-year rolling Internal Audit Plan • Board also noted that a Joint Internal Audit Charter was making its way to all six regional Local Health Networks and would come to the EFNLHN Governing Board for approval. • Board noted the Consumer and Community Engagement Strategy at Item 3.2. |
| | <p>5.8 Chairperson's Update</p> <p>5.8.1 Update</p> <p>5.8.2 LHN Chairs/Ministers Meeting Notes</p> | <ul style="list-style-type: none"> • Noted. • Board noted that the weekly (and then fortnightly) briefings between the EFNLHN CEO, Chair and Board Members over the COVID-19 period had been effective and sought that this form of regular communication between the CEO and Board Members continue. • Noted. • Board noted that the EFNLHN Governing Board Chair would lead a steering group to establish a pool of talent to call on when recruiting Aboriginal Health members to LHN Governing Boards, and that Governing Board appointments had to be approved by Cabinet going forward. |
| | <p>5.9 Board Annual Effectiveness Review</p> <p>5.9.1 Review Process</p> <p>5.9.2 Survey</p> | <ul style="list-style-type: none"> • Board approved the Board effectiveness review process and survey, as proposed. |
| <p>6.</p> | <p>MATTERS FOR NOTING</p> | |
| | <p>5.2 Strategic Plan Project Update</p> | <ul style="list-style-type: none"> • Board agreed to host a Strategic Plan workshop in June, restarting a process that had been postponed due to COVID-19. • |

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| | 5.3 Major Correspondence | <ul style="list-style-type: none"> Letter from GP Obstetrician and Chairperson of the Rural Support Service Maternity Services Committee, Dr Steve Holmes, congratulating the LHN on the recommencement of birthing services at Ceduna, noted. Correspondence from the Health Services Charitable Gifts Board seeking confirmation of the primary delegate to approve expenditure budgets and subsequent expenditure reimbursements from funds held for the LHN considered. Board agreed that the delegation should stay with the EFNLHN Chief Executive Officer. |
| | 5.4 Board Calendar Update | <ul style="list-style-type: none"> Nil update. |
| 7. | OTHER BUSINESS | |
| | 7.1 Other Business from Item 1.6 | <ul style="list-style-type: none"> V. Paterson briefed the Board that the Northern Eyre Peninsula Health Alliance (NEPHA) was reforming and Commonwealth funding had been made available to recruit a project lead to work on sustainable medical models for the area. The Board declined to be involved in the selection of NEPHA Committee Members should there be more than one nomination for a post. Board also noted that the recruitment to the EFNLHN Chief Finance Officer position had concluded and that an offer had been made which had been accepted. |
| 8. | MEETING FINALISATION | |
| | 8.1 Review actions to be taken | <ul style="list-style-type: none"> Completed. |
| | 8.2 Meeting Evaluation | <ul style="list-style-type: none"> Board congratulated the Chief Executive Officer and Executive Team for their COVID-19 planning and preparation efforts. |
| | 8.3 Agenda items for next meeting | <ul style="list-style-type: none"> Rural and Remote Mental Health Service Memorandum of Administrative Arrangements. Board Effectiveness Survey Discussion. |
| | 6.5 Meeting Close | <ul style="list-style-type: none"> 7.20pm |
| Next Meeting: 25 June 2020 Via Teams | | |

Minutes approved



Michele Smith.
Chair, Eyre and Far North Local Health Network
25 June 2020

