

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

**Thursday 31 March 2022 3.00pm – 6.00pm
Port Lincoln Hospital Executive Conferenced Room + Via 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 (departed 4.00pm)	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			
Julie Marron (JM)	Executive Director Nursing and Midwifery EFNLHN	P	All
Dr Susan Merrett (SM)	Executive Director Medical Services EFNLHN	P	All
Malinda Watson (MW)	Director Corporate Services EFNLHN	P	Item 4.1

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 31/03/2022		
	Agenda Item	Discussion Points
1.	OPENING	Meeting opened at 3.00pm with quorum
	1.1 In Camera Discussion	<ul style="list-style-type: none"> In camera until 3.20pm.
	1.2 Welcome and Apologies	<ul style="list-style-type: none"> Welcome and Acknowledgement of Country.
	1.3 Interests and Conflicts Disclosure Log	<ul style="list-style-type: none"> M. Smith tabled a Conflict of Interests Declaration and Management Plan agreed with the Department for Health and Wellbeing's Chief Executive. Board discussed and approved the Management Plan. L. Dunchue tabled a Conflicts of Interest Declaration, which the Board noted.
	1.4 Confirmation of previous Minutes	<ul style="list-style-type: none"> Minutes seconded by C. Sweet, confirmed and approved for Chair to sign.
	1.5 Actions from previous Minutes	<ul style="list-style-type: none"> Reviewed and approved.
	1.6 Notification of Other Business	<ul style="list-style-type: none"> Nil.
	1.7 Patient Story	<ul style="list-style-type: none"> Consumer story noted. Board approved the development of a roster so that each member recounted a patient or consumer story at each meeting.
2.	STRATEGIC DISCUSSION	
	2.1 Change of Government Update	<ul style="list-style-type: none"> Board noted: <ul style="list-style-type: none"> 19 March State election result update, including health election commitments being taken forward by the new State Government LHN Chairs and Chief Executive Officers would be meeting with the new Minister for Health and Wellbeing in mid-April.
	2.2 GP Contract Negotiations	<ul style="list-style-type: none"> Board noted that negotiations with GPs were well progressed and sought regular updates on the financial impact on the LHN's budget going forward.
	2.3 Surgical Services	<ul style="list-style-type: none"> Board noted progress with securing a new surgical services agreement, with new arrangements being put in place until 31 December 2022 while a formal contract was developed with the Crown Solicitor's Office for use between EFNLHN/FUNLHN and each surgeon delivering a service to those two rural LHNs.

	2.4 COVID-19 Recovery Planning	<ul style="list-style-type: none"> • Board noted LHN planning to transition to “Living with COVID”, including that a submission to the Department for Health and Wellbeing (DHW) was in development, setting out an approach and costings, at least until the end of 2022. • Board also noted the impact of the LHN’s ongoing COVID-19 response on staffing and morale, including challenges securing staff and contractors.
3.	MATTERS FOR DECISION	
	3.1 Resource Prioritisation Framework	<ul style="list-style-type: none"> • Board approved two Board members to sit on a sub-committee to decide on resource allocation for new non-clinical positions or extensions of existing non-clinical positions to ensure fair and consistent decision making. Those Board members would not be involved in the recruitment of staff to those positions, however. • L. Dunchue was nominated as sub-committee Chair; C. Thyer as sub-committee member.
4.	MATTERS FOR DECISION	
	4.1 Multi-Purpose Service Grants Update	<ul style="list-style-type: none"> • Board noted that: <ul style="list-style-type: none"> ○ EFNLHN had responded to the Federal Government’s offer of infrastructure grants to improve seven Multi Purpose Service (MPS) sites, seeking to secure the grants. ○ Eastern Eyre HAC had approved co-contributions totalling \$240,000 to support securing grants to improve MPS sites at Cleve and Cowell, which the Board thanked them for. ○ The rest of the co-contributions required to secure the grants would come from a range of sources, including the LHN’s capital maintenance and repairs budget.
	4.2 Aged Care Quality Indicators Quarterly Report	<ul style="list-style-type: none"> • Board noted the report and steps being taken to improve reporting quality, including the implementation of the Leecare electronic care management system mid-year, and strengthening the LHN’s ability to benchmark performance against similar sites nationally. • Board also noted issues with community pharmacy routinely conducting pharmacy-led medication reviews for residents of the LHN’s aged care facilities even though they had been contracted to do so. With community pharmacy contract up for renewal, the Board reiterated the importance of this contractual requirement being delivered and performance monitored.
	4.3 Chief Executive Officer Report	
	4.3.1 CEO Report March 2022	<ul style="list-style-type: none"> • Board noted the report.

	<p>4.3.2 Performance Report March 2022</p> <p>4.4.3 EFNLHN Executive Committee Summary March 2022</p>	<ul style="list-style-type: none"> • Board noted the report, including that the LHN had retained the highest performance status, as assessed by the Department for Health and Wellbeing, and remained one of the best performing Local Health Networks. • Board noted the summary.
	<p>4.4 Finance Report</p> <p>4.4.1 Finance Report (monthly)</p> <p>4.4.2 External Audit 2021- 22</p> <p>4.4.2.1 External Audit Letter</p> <p>4.4.2.2. General Purpose Financial Statements Preparation</p> <p>4.4.2.3 Draft Risk of Fraud Letter</p>	<ul style="list-style-type: none"> • Board noted the report. • Board noted the terms of the Auditor General’s Department’s External Audit 2021-22, being conducted by Galpins. • Board noted the process for the preparation of the annual Financial Statements, including proposed dates for review and sign off. • Board reviewed and approved a response by the EFNLHN Chair to the Auditor General’s Department relating to the risk of fraud, part of the External Audit process.
	<p>4.5 Board Committees, including Membership Review</p> <p>4.5.1 Finance and Performance Committee</p> <p>4.5.2 Clinical Governance Committee</p> <p>4.5.3 Audit and Risk Committee</p> <p>4.5.4 Consumer, Community and Clinical Engagement Committee</p>	<ul style="list-style-type: none"> • Board noted unconfirmed Minutes and a verbal report by Chair, L. Dunchue. • Board noted the confirmed Minutes and a written report by Chair, D. Mills, who was absent. • Board noted the Committee had not met in the preceeding month. • Board noted planning for the annual EFNLHN HAC Combined Conference, which would be held the following day in Port Lincoln.
	<p>4.6 Chairperson Update</p> <p>4.6.1 Update</p>	<ul style="list-style-type: none"> • Board approved moving to bi-monthly face to face meetings, with an hour-long meeting via Teams in the alternate month with the Chief Executive Officer only, to review the draft Minutes of the previous

	4.6.2 Cultural Awareness Training with Executive Team	<p>meeting, CEO Report, Finance Report and Performance Report, and discuss any emerging risks.</p> <ul style="list-style-type: none"> • Tier 1 Board Committees and the Tier 2 Executive Committees reporting into the Tier 2 Board Committees would continue as per the agreed schedule. • Board revisited its February 2022 decision to reschedule the training and agreed to join a planned two-day session with Executive Team on 25 and 26 August, with the exception of the Chair, who had an overseas commitment.
5.	MATTERS FOR NOTING	
	5.1 Major Correspondence	
	5.1.1 Rural Support Service (RSS) Governing Committee Minutes	<ul style="list-style-type: none"> • Noted
	5.1.2 House of Assembly Petition No 84 of 2021	<ul style="list-style-type: none"> • Noted
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"> • Noted.
	7.2 Meeting Evaluation	<ul style="list-style-type: none"> • Completed.
	7.3 Agenda items for next meeting	<ul style="list-style-type: none"> • Nil.
	7.4 Meeting Close	<ul style="list-style-type: none"> • 5.55pm
<p>Next Meeting: Via Teams Thursday 26 May 2022, 4.00m – 5.00pm Face to Face 30 June 2022 2.00pm – 5.00pm Coober Pedy Hospital + Teams</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
28 April 2022