

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

**Thursday 29 February 2pm – 5pm
Teams**

Name	Position/Title	Attendance	Item
Michele Smith	Chair	A	All
Leanne Dunchue	Member	P	All
Jamie Siviour	Member	P	All
Dr David Mills	Member	P	All
Christine Thyer	Member	P	All
Trevor Smith	Member	P	All
Chris Sweet	Member	P	All
Peter Auhl	Member	P	All
Attendees			
Julie Marron	Chief Executive Officer EFNLHN	P	All
Judy Pink	Interim Chief Finance Officer EFNLHN	P	All
Caitlin Noonan	Acting Director Governance and Strategy EFNLHN	P	All
Elli Donnelly	Acting Executive Officer EFNLHN	P	All
Guests			
Dr Susan Merrett	Executive Director Medical Services EFNLHN	P	All
Andrew Lane	Executive Director Nursing & Midwifery EFNLHN	P	All
Malinda Watson	Director Corporate Services EFNLHN	P	2.2 & 2.3
Michael Wright	Director People & Culture EFNLHN	P	3.4
Cathy Teager	Manager Ageing and Disability Reform, Rural Support Service	P	3.2.1

Apologies			
Michele Smith	Board Chair		
Jane Robinson	Director of Governance & Strategy EFNLHN		

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 29/02/2024		
	Agenda Item	Discussion Points
1.	OPENING	Meeting opened at 2.00pm, with quorum
	1.1 In Camera Discussion	<ul style="list-style-type: none"> Started 2.00pm, closed 5.11pm
	1.2 Welcome and Apologies	<ul style="list-style-type: none"> Acknowledgement of Country. Apology M. Smith and J. Robinson
	1.3 Interests and Conflicts Disclosure Log	<ul style="list-style-type: none"> No interests or conflicts declared
	1.4 Confirmation of previous Minutes	<ul style="list-style-type: none"> Confirmed, move by L. Dunchue, seconded by T. Smith, agreement to Minutes being signed by the Chair.
	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"> Letter from the Board Chair to Dr Rufus McLeay. Board and Chief Executive Officer regular meeting schedule.
	1.7 Patient Story	<ul style="list-style-type: none"> Board discussed community services in Streaky Bay, noting feedback that some patients were not aware of all services provided by EFNLHN. Board agreed that EFNLHN would work with the District Council of Streaky Bay to increase awareness of local community health services..
2.	MATTERS FOR DECISION	
	2.1 EFNLHN Consumer and Community Engagement Strategy 3-Year Review 2.1.1 Development of EFNLHN Consumer and Community Engagement Strategy	<ul style="list-style-type: none"> Board noted the review of the EFNLHN Consumer and Community Engagement (CCE) Strategy. and approved the review and its findings, completing the formal review of that Strategy, compliant with Health Care Act provisions. Board noted the Action Plan for the development of the EFNLHN CCE Strategy Version 2.0.
	2.2 EFNLHN Bi-Annual Risk Report and Declaration	<ul style="list-style-type: none"> Board noted the EFNLHN Bi-Annual Strategic Risk Report and approved the EFNLHN Audit and Risk Committee (A&RC) Chair and EFNLHN Chief Executive Officer (CEO) to sign the Strategic Risk Report and for that Report to be submitted to the Department of Health and Wellbeing (DHW). Board discussed the current clinical risks, with the A&RC Chair drawing the Board's attention to 'Asset and Equipment' emerging as a strategic risk, currently rated as high.
	2.3 EFNLHN Risk Appetite Statement Annual Review	<ul style="list-style-type: none"> Board reviewed and approved the EFNLHN Risk Appetite Statement for January 2024 and agreed to revisit risk categories and tolerances as part of the November Risk Register and Framework annual review, including taking into account emerging risks.

3.	MATTERS FOR DISCUSSION	
	<p data-bbox="257 132 757 164">3.1 EFNLHN Medical Services Update</p> <p data-bbox="297 284 689 316">3.1.1 Privacy Breach Update</p> <p data-bbox="297 488 797 552">3.1.2 Medical Practices Improvement Plan Update</p> <p data-bbox="297 858 685 890">3.1.3 GP Agreements Update</p>	<ul style="list-style-type: none"> <li data-bbox="875 121 2092 217">• Board noted progress with recruitment of medical workforce, including concerns about an increase in Emergency Department activity at Port Lincoln, which had created pressure on the physical facilities. <li data-bbox="875 260 2092 355">• Board discussed a privacy breach which had occurred in December 2023 at the EFNLHN-owned medical practices, the LHN's response to that breach and implementation of actions to strengthen governance and oversight arrangements at the medical practices. <li data-bbox="875 367 2123 424">• Board commended the LHN's proactive consumer and community engagement planning and activities in response to the breach. <li data-bbox="875 467 2107 531">• Board discussed legal advice sought in relation to the operation of the <i>Health Insurance Act 1974</i> and agreed to await further advice from Crown Law. <li data-bbox="875 542 2107 802">• Board noted: <ul style="list-style-type: none"> <li data-bbox="1070 568 1951 600">○ Medical Practices Key Performance Indicators Quarterly Report. <li data-bbox="1070 611 2029 700">○ Plans to meet with management consulting businesses to consider the delivery of staff training and remote practice management, that can be funded under Strengthening Medicare grants. <li data-bbox="1070 711 2107 802">○ EFNLHN will receive funding for any payment claims made under rural General Practitioner Agreements that contain payment models within the SA Department for Health and Wellbeing's Decision Support Matrix. <li data-bbox="875 845 2101 935">• Board re-affirmed its Out of Session agreement to delegate authority to the EFNLHN Chief Executive Officer to sign rural GP Agreements which contain funding models that are within the Decision Support Matrix. <li data-bbox="875 946 2092 1010">• Board directed that any GP Agreements that contain funding models that fall outside of the matrix must go to the Board for approval.
	<p data-bbox="257 1029 555 1061">3.2 Aged Care Update</p> <p data-bbox="356 1082 707 1145">3.2.1 Aged Care Reforms Presentation</p> <p data-bbox="356 1265 808 1329">3.2.2 Aged Care Act Consultation Update</p>	<ul style="list-style-type: none"> <li data-bbox="875 1082 2092 1241">• Board noted a presentation on Aged Care Reforms, with a new Commonwealth Aged Care Act out for consultation and expected to be in force from 1 July 2024, requiring a significant transition process to meet the new requirements. The state of the LHN's infrastructure also continued to pose a significant risk to achievement of compliance with national aged care standards. <li data-bbox="875 1284 2119 1380">• Board noted the LHN CEO's written response to the consultation and the need to continue to carefully monitor the progress of the reforms to be aware of any changes to Board responsibilities, especially relating to harm. <li data-bbox="875 1423 2051 1447">• Board noted the National Aged Care Quality Indicators Report for October to December

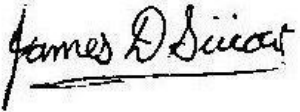
	3.2.3 National Aged Care Quality Indicator Report	2023, and strategies to improve performance.
	3.2 NSQHS Standards Accreditation Update	<ul style="list-style-type: none"> Board noted that the EFNLHN Quality Risk and Safety Team had been conducting site self-assessments in preparation for accreditation and that Action Plans had been developed where gaps had been identified.
	3.4 People and Culture Update 3.4.1 Six-Monthly Report 3.4.2 Health Performance Council Culture Report	<ul style="list-style-type: none"> Board noted the report and that: <ul style="list-style-type: none"> the SA public sector's People Matters Survey had gone live on 29 February and that results would be used to initiate focus groups to determine staff sentiment and ideas for improvement. EFNLHN's Aboriginal or Torres Strait Islander workforce participation rate continued to exceed target and improve, which was a positive sign. Board noted Health Performance Council Culture Report.
	3.5 Rural Support Service (RSS) Memorandum of Administrative Arrangement with rLHNs Consultation	<ul style="list-style-type: none"> Board noted the Memorandum of Administrative Arrangement (MOAA) between the Rural Support Service and regional Local Health Networks and did not suggest any changes.
	3.6 Chief Executive Officer Report 3.6.1. CEO Report February 2024 3.6.2 Performance Report February 2024 (December 23 data) 3.6.3 Executive Committee Summary	<ul style="list-style-type: none"> Board noted the Report, including that: <ul style="list-style-type: none"> EFNLHN has three finalists in the SA Nursing and Midwifery Excellence Awards EFNLHN had submitted a Commonwealth grant application for Coober Pedy accommodation commencement of the fly-in fly-out Registered Nurse model in Coober Pedy appointment of an Executive Officer / Director of Nursing for Ceduna. CEO noted that the Port Lincoln Emergency Department expansion is becoming increasingly important. Board noted the Performance Report. Board noted the Executive Committee Summary.
	3.7 Finance Report	<ul style="list-style-type: none"> Board noted the Report and that the biggest cost pressures continued to be nursing agency and medical practices costs. Board discussed strategies in place to reduce costs. Board requested financial reporting include a breakdown by directorate in future.

	<p>3.7.1 Finance Report February 2024</p> <p>3.7.2 EFNLHN Budget Planning Principles 2024-25</p> <p>3.7.3 LHN Governing Boards Financial Authority</p>	<ul style="list-style-type: none"> Board considered and supported the EFNLHN Budget Planning Principle and Guidelines 2024-25. Board noted a Minute relating to 'Treasurer's Instruction 8 and Minister's Financial Authorisation to Local Health Network Governing Board' and sought further clarification.
	<p>3.8 Board Committees</p> <p>3.8.1 Finance and Performance Committee</p> <p>3.8.2 Clinical Governance Committee</p> <p> 3.8.2.1 Tier 2 Aboriginal Health Committee</p> <p> 3.8.2.2 Challenging Behaviours Cluster Incident Patient Incident Review</p> <p>3.8.3 Audit and Risk Committee</p> <p>3.8.4 Consumer, Community and Clinician Engagement Committee</p>	<ul style="list-style-type: none"> Board noted the minutes. L. Dunchue noted that EFNLHN may be required to pay additional funds to RSS for the Patient Assistance Transport Service. Historically, the RSS would credit LHNs for underspends but that arrangement had changed due to increase in expenses. Board noted the minutes, including that a Tier 2 Aboriginal Health Committee has been established. Board noted an update about a Challenging Behaviour Cluster Incident at Coober Pedy, with SAPOL unable to provide a 24/7 service, compounding the problem. Quotes were being sourced for a security review and strategies had been put in place, including staff training and establishing a quiet room. Board noted the minutes, including concerns about the continuation of the Asset Sustainment Program funding which remains under review. Board noted the minutes, including the review of the CCCE Strategy at Item 2.1.
	<p>3.9 Chairperson Update</p> <p>3.9.1 Update</p> <p>3.9.2 EFNLHN Governing Board Calendar 2024</p>	<ul style="list-style-type: none"> Board noted the Chair's update, which included that L. Dunchue, C. Sweet, and T. Smith had attended a Board Induction session facilitated by the Department for Health and Wellbeing. Board noted the EFNLHN Governing Board Calendar 2024.
4.	MATTERS FOR NOTING	
	<p>4.1 EFNLHN Self-Generated Briefings to the Minister for Health and Wellbeing</p> <p>4.1.1 Breach of Patient Information</p> <p>4.1.2 Pregnancy Advisory Service</p>	<ul style="list-style-type: none"> Board noted the briefings.

	<p>4.1.3 Aboriginal Community Services Use of Amata Wellbeing Centre</p> <p>4.1.4 Home Support Worker Letter</p> <p>4.1.5 Central Eyre Peninsula Service Planning</p> <p>4.1.6 Cummins Hospital Capital Works</p>	
	<p>4.2 EFNLHN Self-Generated Briefings to the Chief Executive, Department for Health and Wellbeing</p> <p>4.2.1 Clinical Incident Brief</p> <p>4.2.2 Allied Health Flight Service Four Month Extension</p>	<ul style="list-style-type: none"> • Board noted the briefings.
	<p>4.3 Out of Session Board Approval</p> <p>4.3.1 Single Employer Model Proposal (RSS)</p> <p>4.3.2 GP Agreement Sub Delegation (RSS)</p>	<ul style="list-style-type: none"> • Board noted the out of session items it had approved.
	<p>4.4 Major Correspondence</p> <p>4.4.1 RSS Governance Committee Minutes December 2023</p> <p>4.4.2 RSS Governance Committee Meeting Calendar and Schedule 2024</p> <p>4.4.3 SA Auditor-General Appointment</p>	<ul style="list-style-type: none"> • Board noted the correspondence. • L. Dunchue reported that she noted at the RSS Governance Committee that controls or treatments related to Aboriginal health impacts had not been included in horizon scanning.
5.	OTHER BUSINESS	
	5.1 Other Business from Item 1.6	<ul style="list-style-type: none"> • Board agreed that the meetings between the Board and the CEO will be rescheduled to months when Board meetings are not scheduled. • Board discussed the upcoming retirement of Dr Rufus McLeay. Board agreed the Chair will send a letter to Dr McLeay to thank him for his service to the community.
6.	MEETING FINALISATION	

	6.1 Review actions to be taken	<ul style="list-style-type: none"> Board noted the action items.
	6.2 Meeting Evaluation	<ul style="list-style-type: none"> Completed.
	6.3 Agenda items for next meeting	<ul style="list-style-type: none"> Noted.
	6.4 Meeting Close	<ul style="list-style-type: none"> Meeting closed 5.11pm.
Next Meeting: 18 April 2024, 2.00pm – 5.00pm, Microsoft Teams (Note: Thursday 25 April is Anzac Day)		

Minutes approved



Jamie Siviour
Acting Chair, Eyre and Far North Local Health Network
18 April 2024