

Minutes for Yorke and Northern Local Health Network Governing Board

01/06/2022 | 09:30 AM - AUS Central Time

Boardroom Port Pirie Regional Health Service

Attendees (6)

John Voumard; Julianne Badenoch; Liz Malcolm; Roger Kirchner; David Banham; Glenise Coulthard AM
Kim Maurits (Executive Support)

Agenda

Meeting commenced 9.34am noting Diligent was unavailable for the duration of the meeting.

G. Coulthard absent from 9.36am returning 10.05am.

YNLHN Strategic Plan 2020-2025

YNLHN Strategic Plan 2020-2025 provided to allow members to reference projects/work as required.

Official Acknowledgement to Country

The Chair welcomed attendees.

G. Coulthard AM read the Acknowledgement to Country and noted the meeting is being held during Reconciliation Week.

Present and Apologies

The Chair noted an apology from J. O'Connor.

Meeting Evaluator

Confirmed that G. Coulthard AM is to provide the evaluation for today's meeting.

Declaration of Interests and Potential Conflicts

Nil conflicts were declared. The Chair noted the vacant Director Governance and Leadership Support role will be readvertised.

Confirmation of Previous Meeting Minutes: 4 May 2022

The minutes of the previous meeting were endorsed as a true and accurate record.

Actions Arising from the Previous Meeting

The following action items were discussed, and an updated action list is to be distributed with the endorsed minutes of this meeting.

- issues impacting the Accident and Emergency flow and short stay unit progression with an update requested for next Board meeting.
- The Board requested additional information on underperforming KPI's.
- V. Hickey to be approached to deliver reporting to the Board workshop to Executive, DONM's and senior staff responsible for providing reports to Board Committees
- Next meeting to review Board skills mix and identify gaps and opportunities and review this annually.
- Review ISC Board performance recommendations and add to next meeting agenda.
- Internal Board review: template to be requested from ISC Consulting and forward to Chair.
- CCES Survey: Noted that while SA Health provides a six monthly report YNLHN will progress through the CCESBC with quarterly reporting to the Board. T. Hawkins to progress with QRS team.
- SharePoint education for members to be arranged at a future meeting.

In Camera Board Discussion

A brief in-camera Board session was held with Board members and CEO present

Presentations to the Board (in person)

Deep Dive Multi-Purpose Service (MPS) Models

A. Daulby attended virtually and provided an overview of the MPS model in comparison to Residential Aged Care Facilities and a copy of speaking notes were provided.

The Board requested additional information on Budget structure and average funding per bed in MPS sites compared to Aged Care bed funding. J. Pink to be approached to clarify and compare financial details.

The Board requested confirmation of assurance that the standard of care provided in MPS sites is appropriate, noting standards from the Commission are not applicable to MPS. Safety Learning System (SLS) records complaints and consumer feedback and the aged care module recently developed in YNLHN will include this. The Board agreed an independent external review at some stage would be of value.

The Board thanked Andrew for his presentation.

ACTION: Request MPS and RACF bed funding comparison from J. Pink (K. Maurits)

DONM Update - S. Wilkinson

S. Wilkinson (A/DONM Port Pirie) attended in person and provided an overview of her background, role, achievements, goals and challenges. A copy of the presentation was provided to the Board.

The Board thanked Sue for her presentation and invited her to join them for lunch.

Board Committee Reports for Noting

Consumer & Community Engagement Committee Minutes N/A

Finance & Performance Committee Minutes 23.05.2022

The Board noted the minutes of the Finance & Performance Committee.

Clinical Governance Committee Minutes N/A

Audit & Risk Committee Minutes 26.05.2022

The Board noted the minutes of the Audit & Risk Committee.

Aged Care & Disability Services Committee Minutes N/A

Strategic Medical Advisory Committee Minutes 17.05.2022

The Board noted the minutes of the Strategic Medical Advisory Committee.

Matters for Approval

NSQHS Attestation Statement

The Board noted the paper, approved the statement and resolved to apply the electronic signatures of Chair and CEO.

The Board discussed what evidence is required to ensure the items the Board is signing off are adequately monitored.

The Chair advised he would like an Executive summary addressing how each point in the briefing is being met to ensure due diligence is being met and compliance achieved.

ACTION: Discuss Board assurance of NSQHS Attestation statement with J. Roach: Julianne Badenoch

ACTION: Invite Fiona Murray to attend July Board meeting for introductory purposes: Kim Maurits

Delegations Review - HR

The Board noted the paper and approved the updated Delegation document and application of CEO signature.

CEO and Chair to initiate discussion with DHW re increasing delegation to LHN CEO.

Finance & Performance Board Committee Terms of Reference

The Board approved the Terms of Reference and noted the application of Chair and Board Committee Chair signatures.

ACTION: Return signed F&P TOR: Kim Maurits

Independent Living Unit Peterborough

The Board briefly discussed the agenda item and further discussion to be held out of session.

Lunch 12:00pm - 12:30pm

Standing Agenda Items

CEO Report

The Board noted the CEO report noting the following key points:

Board Chair Report (Verbal)

The Chair provided a verbal update, noting the following key points:

- Recent attendance at RSS governance meeting
- Recent attendance RSS stakeholder meeting to discuss progression in RSS independent governance structure and work planned by EY to identify what model of stand alone entity would protect staff salary sacrifice options
- Meetings with Jamestown and Clare Medical Centre
- Guest speaker from Department for Environment and Water to attend the combined Board/Executive forum speaking on climate change
- Suggested planning key stakeholder engagement for the Chair and CEO

YNLHN Financial Reporting April 2022

The CFO attended to speak to the financial reports. Key points:

- Coding errors continue to be addressed
- Activity expected to continue improving

The Board requested a detailed analysis on coding errors be provided for the next meeting.

ACTION: Advise CFO to include coding error analysis in July financial papers: Kim Maurits

YNLHN Performance Report: April 2022

The Board noted the report.

The Board requested strategies for underperforming areas are clarified and regular updates are provided.

EDCAH Report: May 2022

The Executive Director Community and Allied Health attended and spoke to the report.

Key points:

- Discussion with Department for Health and Wellbeing to propose realignment of block funding to activity funding for some services.
- High level briefing of issues requested to enable Chair and CEO to raise with relevant stakeholders.
- Negotiated Commonwealth home support service rates increase

ACTION: Submit high level briefing on current concerns: Melissa Koch, Roger Kirchner

EDNM Report: May 2022

S. Watkins attended in person and spoke to the report, noting the following key points:

- Ongoing workforce challenges to meet skills gaps and recruitment continues
- The Board raised the impact on patients caused by staff shortages and how patient risk is being mitigated and has requested additional narrative on this for future reports.
- COVID-19 challenges continue to impact with a number of staff furloughed
- The Board requested a progress report on Melaleuca Court improvements is included in future reports.
- The Board requested additional information on the Pathways to Masters program
- The Board discussed the option to present data to Narungga Health Assembly, and will discuss with P. Kinnear

EDMS Report: May 2022

Dr. V. Joshi attended in person and spoke to the report, noting the following key points:

- The Board requested financial information is included with future EDMS reports
- Resignation of the recently appointed Booleroo GP is disappointing and discussion occurred regarding the support provided to overseas GP's and contract expectations.
- Medical Administrative Registrar funding request has been submitted to Commonwealth

Annual Board Calendar Review

The Board requested the calendar be included in every agenda pack for reference.

The Board requested confirmation of each member's term of appointment to aid additional recruitment.

ACTION: Include annual calendar in future agenda packs: Kim Maurits

ACTION: Confirm Board members terms of appointment: Kim Maurits

YNLHN Culture Proposal and Presentation

The board received a presentation from T. Lehmann from Aurora-Meliora supported by YNLHN Director of Strategy, Planning and Partnerships and the board highlighted the need for YNLHN culture work to involve Fee for Service GP's and all staff at all levels of the network, noting GP costs to attend will be a cost pressure.

The Board endorsed the proposal be accepted and the CEO to return the signed proposal.

The culture alignment project to be launched by Chair and CEO at the inaugural YNLHN Staff Excellence Awards on 1 July 2022.

ACTION: Return executed proposal to T. Lehmann: Kim Maurits

Matters for Noting or Discussion

Updated Leadership & Culture Framework

The Board noted the paper and requested authors remove the word Culture be removed from the document title

YNLHN 2022-23 Operational Plan Update

The Board noted the paper.

GP Risk (discussion)

The Board discussed the Wallaroo Salaried Medical Model and progression of recruitment.

Noted that rLHN CEO's have discussed the issues and are in agreement to work together to seek a solution.

COAG Section 19(2) Exemption Initiative Report

The paper was noted.

SA Health Asset Management Strategy (noting)

The presentation was noted

CEO Purchase Authorisation Card April 2022

The CEO Purchase Authorisation was approved

Independent Living Unit Peterborough

The paper was noted.

Correspondence for Noting

Incoming: Correspondence to Kendall Jackson

The Board noted the incoming correspondence

Outgoing: Response to R Seyfang

The Board noted the outgoing correspondence

Outgoing: Ardrossan Community Hospital Response

The Board noted the outgoing correspondence

New Business

17.1 Regional and remote function within CEIH

General discussion regarding GP's in rural areas and additional options for virtual support during business hours and the CEO noted a state-wide virtual clinical care model using SAVES is being progressed, led by David Morris.

The Board requested David Morris be invited to speak at a future Board meeting.

ACTION: Invite David Morris to speak at future Board meeting: K. Maurits

Items for Chair/CEO/HAC Presiding Members forum on 14.6.2022

The Board requested future HAC minutes are noted at Board meetings and the Chair requested current minutes are provided prior to 14.6.2022 meeting.

Next Meeting - 6 July 2022 at Riverton Hospital (no dinner)

Carmel McInerney to be invited for lunch (resident at Riverton hospital and previous matron)

Meeting closed 4.05pm with members then attending the combined Board/Executive Forum and dinner

A handwritten signature in blue ink, appearing to be 'Carmel McInerney', with a vertical line extending downwards from the start of the signature.