

Minutes

Date: 28 April 2023 **Time:** 1.30 pm – 3.50 pm **Venue:** Mannum Hospital **Meeting Number:** #41

Riverland Mallee Coorong Local Health Network Governing Board Meeting

Present: Peter Joyner (PJ), Elaine Ashworth (EA), Mel Ottaway (MO), Claudia Goldsmith (CG), Fred Toogood (FT)

Attendees: Wayne Champion (WC) - CEO, Craig Lukeman (CL) - CFO

Guests: Karen Hollitt (KH) – EDONM, Anne McKinlay (AM) – QRS Manager

Apologies: Sharon Wingard (SW) - DAH

Secretariat: Jeanette Brown (JB)

Traditional Acknowledgement

We would like to acknowledge the Nganguruku and Ngaiwang custodians of the Land and waters that we are meeting upon today. We respect their spiritual relationship with their country and acknowledge that their cultural beliefs are an important focus of their past, present and future. We also pay respect to the cultural authority of Aboriginal people in attendance from other areas.

ITEM NO.	ITEM	DISCUSSION POINTS	OUTCOME / ACTIONS
1	PRESENTATION		
		<ul style="list-style-type: none"> Noted the Workshop held prior to the meeting with members of the Executive regarding future Board reporting. 	
2	IN CAMERA DISCUSION		
		<ul style="list-style-type: none"> In-Camera discussion held at the beginning of the meeting. 	
3	CONFIRMATION OF MINUTES & ACTION ITEMS		
3.1	Acknowledgement/ Present and Apologies	<ul style="list-style-type: none"> Chair welcomed members and attendees and provided acknowledgement. 	

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3.2	Interests and Conflicts Disclosure Log	<ul style="list-style-type: none"> ▪ Current Interests and Conflicts Disclosure Log noted. 	
3.3	Confirmation of Minutes from Board meeting	<ul style="list-style-type: none"> ▪ The minutes from the Board Meeting held 30 March 2023 were endorsed with minor amendment re attendance time. 	
3.4	Review Actions Log	<ul style="list-style-type: none"> ▪ The Board noted the Actions Log including completed actions and those included in the agenda. <ul style="list-style-type: none"> ○ 20230125-01 – Further follow up to occur with KPMG re proposed workshop in May 2023. ○ 20230330-02 – EA to follow up. ○ 20230330-04 – Noted potential candidate resided in Port Augusta. 	
3.5	Board Work Plan	<ul style="list-style-type: none"> ▪ The Board noted the Work Plan. 	
4	MATTERS FOR DECISION		
4.1	RMCLHN Safety and Quality Account	<ul style="list-style-type: none"> ▪ The Board endorsed, with minor amendment, the RMCLHN 2022-23 Safety and Quality Account. ▪ Noted that the Safety and Quality Account covers the five components of the National Clinical Governance Framework. ▪ Noted that the Account will be submitted to the Department for Health and Wellbeing with the 2022 Attestation statement in accordance with the 2022-23 Service Agreement. ▪ Discussion about the quality of information provided in the document. ▪ Discussion about the staff survey reference. Noted also that a further survey to be conducted mid 2023, for all sites. 	<p>The Board endorsed, with minor amendment, the RMCLHN 2022-23 Safety and Quality Account.</p> <p>ACTION: 20230428-01 - Minor amendment to the 2022-23 Safety & Quality Account to be completed and then submitted to DHW. (AM/JB)</p>
5	COMMITTEE REPORTS / RECOMMENDATIONS		
5.1	RMCLHN Board Finance Committee	<ul style="list-style-type: none"> ▪ Noted the RMCLHN Board Finance Committee Minutes 30 March 2023 (Draft). ▪ The Finance Committee Chair's update. <ul style="list-style-type: none"> ○ No issues 	

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5.2	RMCLHN Board Clinical Governance Committee	<ul style="list-style-type: none"> ▪ Noted the RMCLHN Board Clinical Governance Committee Minutes 30 March 2023 (Draft). ▪ The Clinical Governance Committee Chair's update. <ul style="list-style-type: none"> ○ Discussion occurred regarding future reporting of clinical benchmarking, where they exist. ○ Discussion occurred regarding ways of ensuring services are maintained at a safe level. 	
5.3	RMCLHN Board Aged Care and Disability Governance Committee	<ul style="list-style-type: none"> ▪ Noted the RMCLHN Board Aged Care and Disability Governance Committee Minutes 29 March 2023 (Draft). ▪ The Aged Care and Disability Governance Committee Chair's update. <ul style="list-style-type: none"> ○ Nil from meeting. 	
5.4	RSS Governance Committee RSS Governance Committee Minutes RSS Representative Update	<ul style="list-style-type: none"> ▪ The RSS Governance Committee Meeting Minutes and Summary for the meeting held 8 February 2023 were noted. ▪ The updated Terms of Reference were noted. ▪ The updated Meeting Schedule was noted. ▪ The RMCLHN representative on the RSS Committee update <ul style="list-style-type: none"> ○ Discussion about the updated Terms of Reference and skills-based membership but recognising that each LHN also needs representation. ○ Discussion about the next round of negotiations for medical agreements. 	
6	MATTERS FOR DISCUSSION		
6.1	Report of Partnership Building and Cultural Learning visit to Mildura and Lake Mungo	<ul style="list-style-type: none"> ▪ Members of Executive and two Board Members travelled to Mildura to develop opportunities for partnerships. ▪ A meeting was held with the CEO and members of the Executive of the Mallee District Aboriginal Service (MDAS) followed by a site visit. <ul style="list-style-type: none"> ○ MDAS is a large NGO organisation with over 300 staff providing a holistic range of health, housing and social services to the catchment population. 	

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		<ul style="list-style-type: none">○ A drop-in café was noted as an effective strategy for liaising with the Aboriginal population and this concept, albeit in a different format, to be explored further for RMCLHN.○ Follow up to occur regarding potential workforce partnerships.▪ A meeting was held with the CEO and members of the Executive of the Mildura Base Hospital followed by a site visit.○ Noted that the Hospital provides acute services for 75,000 people with no associated community health or aged care services and that it transitioned back to a public facility in 2020.○ Discussion about the Aboriginal art work in the hospital foyer and the branding linked to the values and strategic plan throughout the facility.○ Noted the potential areas for collaboration in relation to medical education, midwifery model of care and potentially some health service delivery areas.○ Given the links also with Broken Hill, further investigation to occur regarding a tristate pathway for medical training.○ Noted that a reciprocal visit to be arranged for later in 2023.▪ The group then travelled to Mungo National Park and the Willandra Lakes Region World Heritage Area for a unique cultural experience.○ Noted that there was no welcome to country or engagement with Aboriginal people although the history and culture was an amazing experience.○ Discussion about the significance of the finding of Mungo Lady and Mungo Man that have been dated back over 42,000 years and the suggestion of ceremony related to their burials.○ Noted that some members of the group also detoured on the return journey to visit the site of the Rufus River massacre on Lake Victoria.▪ Discussion about potential future cross jurisdictional opportunities possibly focusing on aged care.	
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6.2	Board Membership Update	<ul style="list-style-type: none"> ▪ Noted the update about the appointment process for members whose term expires 30 June 2023. ▪ Noted that interviews held across regional LHNs with potential candidates identified through the statewide Expression of Interest process. ▪ Awaiting the Minister’s outcome for each LHN. ▪ Discussion about the potential for the Board to meet potential RMCLHN candidates. ▪ Discussion about potential future medical and Aboriginal representation. 	<p>ACTION: 20230428-02 – Follow up to occur with DHW and Minister’s Office about the Board meeting with potential candidates. (WC/PJ)</p>
6.3	Mannum Aged Care Update	<ul style="list-style-type: none"> ▪ Noted that Aminya Village contacted Mannum Hospital to advise they have vacant places and could accommodate the transfer of residents from Mannum Aged Care without any redevelopment works. ▪ Noted the process of briefings and consultations to facilitate the transfer including the relevant Unions and advising the Commonwealth Department. ▪ Noted the planned relocation of residents to occur over the first two weeks in May. ▪ Noted the community consultation and planning process regarding potential future service utilisation for Mannum Hospital. 	
6.4	Medical Credentialing Update	<ul style="list-style-type: none"> ▪ Noted the update and improvement in the processes of the Combined RSS Medical and Dental Credentialing Committee since March 2023. ▪ Noted that RMCLHN is actively establishing an RMCLHN Medical Credentialing and Scope of Practice Committee to be in a position take over full credentialing if required. The plan is to continue being part of the RSS Combined Committee but to build RMCLHN capacity in the event it is required. ▪ Noted the recent accreditation outcome of the BHFLHN (that hosts the RSS) related to medical credentialing. Noted that the issues impact all metropolitan and regional LHNs. 	

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6.5	EDCI and RACE Biannual KPI Report	<ul style="list-style-type: none"> ▪ Noted the Executive Director Clinical Innovation (EDCI) and RACE Key Performance Indicator quarterly report. ▪ Noted the very successful RACE Showcase event. ▪ Noted that RACE has recruited a further 11 trainees for 2023 with all original trainees from 2022 remaining in the region. ▪ Noted the recent recruitment of a Senior Research Officer and Clinical Trials Coordinator for RACE. 	
6.6	RMCLHN Governing Board Action Plan Quarterly Report	<ul style="list-style-type: none"> ▪ Noted the quarterly update of the Governing Board Action Plan. ▪ Discussion about the planned development of an Aged Care Strategy, the submitted Aged Care Business Plan, and the Aged Care Reform Projects and the linkages to the proposed Service Planning process. 	
6.7	National Standards Accreditation Preparedness Update	<ul style="list-style-type: none"> ▪ Noted the workshop session held 27 April 2023. 	
7	STANDARD AGENDA ITEMS FOR DISCUSSION		
7.1	Performance Report	<ul style="list-style-type: none"> ▪ The Board noted the RMCLHN Performance Reports, noting that these were discussed in detail at the Finance Committee, Clinical Governance Committee, and Aged Care and Disability Governance Committee meetings. 	The Board noted the RMCLHN Performance Reports.
7.1.1	Finance and FTE Report- PPRC	<ul style="list-style-type: none"> ▪ The Finance and FTE Report was noted and also discussed at the Finance Committee Meeting. 	
7.1.2	KPI Monthly Performance Report	<ul style="list-style-type: none"> ▪ The KPI Monthly Performance Report was noted and also discussed at the Clinical Governance Committee Meeting. ▪ Discussion about: <ul style="list-style-type: none"> ○ Mental health follow up following discharge. 	
7.1.3	People and Culture Report	<ul style="list-style-type: none"> ▪ The People and Culture Report was noted. ▪ Discussion about: <ul style="list-style-type: none"> ○ Numbers of permanent and contract appointments. 	

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7.1.4	Quality and Safety Reports	<ul style="list-style-type: none"> ▪ Karen Hollitt (EDONM) and Anne McKinlay (QRS Manager) in attendance. ▪ The Quality and Safety Reports were noted and discussed at the Clinical Governance Committee and Aged Care and Disability Governance Committee. ▪ Discussion about: <ul style="list-style-type: none"> ○ Aboriginal self-discharge, the role of Aboriginal Liaison Officers and potential reasons for self-discharge. ○ Noted the increased information about Aboriginal Health within the CGC Report. 	ACTION: 20230428-03 – Investigate the potential for an ALO to attend a Board meeting to describe their role and provide insights. (AM)
7.2 7.2.1	RMCLHN Planning Update Operational Plan Report	<ul style="list-style-type: none"> ▪ Noted the RMCLHN Operational Plan quarterly activity report. ▪ Discussion about: <ul style="list-style-type: none"> ○ Number of updates received after the distribution of Board papers with updated report tabled. 	The Board noted the Planning Update. ACTION: 20230428-04 – Operational Plan Quarterly Report to be further reviewed at the May meeting. (JB)
8	MATTERS FOR NOTING		
8.1	Chairperson Report	<ul style="list-style-type: none"> ▪ The Chairperson Report was noted. 	Chairperson’s Report noted.
8.2	Chief Executive Officer (CEO) Report	<ul style="list-style-type: none"> ▪ The CEO Report was noted ▪ The CEO Report provided a summary of current issues, with the Board noting the following topics: <ul style="list-style-type: none"> ○ Security services and analysis of incidents using an agreed decision making framework template and noting that both Riverland General Hospital and Murray Bridge Hospital are below the threshold. Noted the current ANMF petition. ○ Mannum aged care. ○ CSSD Project. ○ Electronic Medical Record project. 	CEO’S Report noted.
9	MATTERS FOR INFORMATION		
9.1		<ul style="list-style-type: none"> ○ Nil 	


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10	ITEMS APPROVED BY CEO FOR NOTING	
10.1		<ul style="list-style-type: none">Nil
11	CORRESPONDENCE	
11.1	Incoming:	<ul style="list-style-type: none">Nil incoming correspondence
11.2	Outgoing:	<ul style="list-style-type: none">Noted the correspondence to the NDIS Quality and Safeguards Commission and to SAI Global, the NDIS Practice Standards Certifier.
11.2.1	NDIS Accreditation	
12	MEETING FINALISATION	
12.1	Questions ./ Comments	<ul style="list-style-type: none">Nil further
12.2	Review actions to be taken	<ul style="list-style-type: none">Refer items: 4.1, 6.2, 7.1.4 and 7.2.1
12.3	Meeting evaluation	<ul style="list-style-type: none">PJ summarised the meeting and thanked everyone for their input.Thank you to Karoonda and Mannum for hosting the Board visits.

Meeting Close: 3.50 pm

Next Meeting: **Date:** 25 May 2023
Time: 11.00am –2.00pm
Location: Murray Bridge Hospital and Teams

Apologies:

Signed:	
	
	Peter Joyner Chair
	18 May, 2023 12:25:33 PM GMT+9:30
Date: / /	