



Flinders & Upper North Local Health Network Board Meeting

Date Friday 6th March 2020
Time 9.00am – 4.00pm
Venue Port Augusta Hospital Level One Board Room

Board Members in Attendance: Bevan Francis, Suzy Graham, Geri Malone, Mark Whitfield, Karyn Reid (via TC for am), Garnett Brady PSM, John Lynch OAM,

Regular Attendee: Craig Packard Acting Chief Executive Officer.
 Lisa Taylor Acting Director Governance & Performance

Special Guest Dr Nes Lian-Lloyd
 Dr Amanda Bethell (1pm lunch)
 Ms Ann O’Rielly (1pm lunch)

Apologies: Nil

Minute Taker: Lisa Taylor Acting Director Governance & Performance

ITEM		DISCUSSION POINTS	OUTCOME / ACTIONS
1. MEETING OPENING			
1.1	Acknowledgement	❖ Acknowledgment of Country	Given by Chair
1.2	Apologies	❖ Nil	
1.3	In-Camera discussion	❖ Craig Packard Acting CEO, Lisa Taylor Acting Director Governance & Performance & Dr Nes Lian-Lloyd exited meeting at 0908 and returned at 0938	

1.4	Interests and conflicts of interest disclosures	<ul style="list-style-type: none"> ❖ Updated log presented and noted changes made for Mark Whitfield, two previous board positions will be superseded from 1 July 2020 with name change to Landscape Board, Mark Presiding Member 	<ul style="list-style-type: none"> ❖ Master Register updated to changes
1.5	Confirmation of minutes of the previous meeting	<ul style="list-style-type: none"> ❖ Accepted 	<ul style="list-style-type: none"> ❖
1.6	Actions arising from previous minutes	<ul style="list-style-type: none"> ❖ Review of each item listed on action register, to be updated and closed items removed 	<ul style="list-style-type: none"> ❖ Action log updated
2. PRESENTATIONS TO THE BOARD			
2.1	Credentialing Presentation	<ul style="list-style-type: none"> ❖ In-depth presentation received on credentialing process ❖ Credentialing for Dr Jones and Partners Staff discussed 	<ul style="list-style-type: none"> ❖ Letter to be provided to Dr Nes Lian-Lloyd to approve scope of practise certification from the board ❖ Dr Nes Lian-Lloyd to check agreement for confirmation and report through to Board Clinical Governance Committee meeting
2.2	<p>GP Workforce Working Group FUNLHN Transport</p> <p>Accommodation Whyalla</p> <p>Global Green & Healthy Hospitals</p>	<ul style="list-style-type: none"> ❖ Topics discussed ❖ Topic discussed ❖ Topic discussed ❖ Letter received and discussed 	<ul style="list-style-type: none"> ❖ Letter from board & HAC to Dan van Holst Pellekaan and Eddie Hughes regarding transport concerns in region for patients ❖ Write to Patrick Maher regarding concerns and request status of community passenger network ❖ Review use of accommodation in Whyalla and obtain report ❖ Acknowledge letter received, waste management action plan in draft
3. MATTERS FOR DECISION			
3.1	Security Brief Whyalla	<ul style="list-style-type: none"> ❖ Tabled and discussed 	<ul style="list-style-type: none"> ❖ Original report to be resent to the board out of session
3.2	Aboriginal Cultural Competency	<ul style="list-style-type: none"> ❖ Date decided as 20th to 22nd April 	<ul style="list-style-type: none"> ❖ Obtain program information from Glenise and provide out of session to the board for information

3.3	2020-007 Draft Service Plan	❖ Plan tabled, suggestions of change prior to release to reflect first stage of whole of FUNLHN Service plan, and to include a foreword ; placed on action register	❖ Action register to be updated for inclusions
3.4	Service Level Agreement	❖ Discussed at length recommendation to sign all content except schedule 4	❖ To be sign excluding schedule 4
3.5	Diligent Boards Operating Program	❖ Discussed in detail utilisation of program and use for our board, obtain further information and reviews from other LHN's utilising	❖ Decline at this time pending further review
3.6	A1837841 Draft CE Minute to CEO FUNLHN & EFNLHN- Closing the Gap Funding	❖ Discussed in detail. Procurement process discussed. Options and advice to be explored	❖ Acting CEO to explore authority re options for external funding
3.7	Document 2020-003 FUNLHN Clinical Governance Framework – Endorsed by Circular Resolution 10/2/2020	❖ 2020-003 Endorsed by Circular Resolution	❖
3.7.1	Document 2020-004 FUNLHN Safety Quality Plan – Endorsed by Circular Resolution 10/2/2020	❖ 2020-004 Endorsed by Circular Resolution	❖
3.7.2	Document 2020-005 FUNLHN Policy & Procedure Framework – Endorsed by Circular Resolution 10/2/2020	❖ 2020-005 Endorsed by Circular Resolution	❖
3.8	2020-008 Hg CEO Agreement – Endorsed by Circular Resolution 22/2/2020	❖ 2020-008 Endorsed by Circular Resolution	❖
4. MATTERS FOR INFORMATION AND OR DISCUSSION			
4.1	Chief Executive Officer Report	❖ Report tabled for information, commended for information provided in the report ❖ Budgets explained and discussed ❖ Noted international year of the nurse	❖
4.2	Flinders & Upper North LHN Performance Report	❖ Report tabled for information ❖ Page 3 explanations provided ❖ Page 5 question around nil target for home care Package ❖ Page 9 item 8 and 2 discussed to clarify targets ❖ Page 5 NDIS Debts discussed ❖ Page 13 line 6 PRD discussed to look at culture	❖ Request to look at the report pages 5 & 9 and clarify targets ❖ Investigate NDIS Debts to see where they are from, particularly those aged greater than 90 days Look at culture for completion of PRD ❖ Re-table CHSA survey's ❖ Place culture on next agenda ❖ Develop survey for staff based on CHSA survey


4.3	Quality Risk and Safety Quarterly Report	<ul style="list-style-type: none"> ❖ Discussed report, reports require a coversheet to identify by comment anything board needs to be aware of ❖ Vacancies discussed and temporary positions ❖ Page 155 of agenda pack discussed going the extra mile and what strategies are in place 	<ul style="list-style-type: none"> ❖ (LT) to discuss with QRS Manager providing cover sheet for the report ❖ Identify for board when positions are being back filled too ❖
4.4	Work Health and Safety Quarterly Report	<ul style="list-style-type: none"> ❖ Discussed underperforming analysis of WHS audits 	<ul style="list-style-type: none"> ❖ Provide board with identified underperforming report and request regular updates and improvements, investigate culture and make WHS a priority
4.5	Innovations	<ul style="list-style-type: none"> ❖ Discussed options of position creation 	<ul style="list-style-type: none"> ❖ Defer until further notice
4.5.1	RSS Regional Research News	<ul style="list-style-type: none"> ❖ Noted 	<ul style="list-style-type: none"> ❖
4.5.2	Community Programs / Innovations	<ul style="list-style-type: none"> ❖ BF discussed the move to a customer driven, competitive aged care and health care marketplace and the impact this could have, Requested management provide report on potential impact, including NDIS service provision Defer for further discussions to look at options of business model 	<ul style="list-style-type: none"> ❖ Report from management if affected by funding changes to aged care and also the effect of NDIS funding. Report by July 2020
4.6	WDM Draft Contract / Regional LHN Branding	<ul style="list-style-type: none"> ❖ Update provided on the process so far, meeting with WDM next week 	<ul style="list-style-type: none"> ❖
4.7	AICD Webinar Priorities in Aged Care 25 th March 2020	<ul style="list-style-type: none"> ❖ (BF) advised any board members wishing to join him in the webinar 	<ul style="list-style-type: none"> ❖ (BF) to send out times of session to Board members
4.8	Palliative Care Incentive	<ul style="list-style-type: none"> ❖ Discussed contact to be made with Helen Chalmers through Ashley Parkinson 	<ul style="list-style-type: none"> ❖ (LT) to contact Ashley Parkinson to investigate
4.9	GP Workforce Shortages	<ul style="list-style-type: none"> ❖ Discussed in depth with special guests also 	<ul style="list-style-type: none"> ❖
4.10	MedMal	<ul style="list-style-type: none"> ❖ Presented and discussed no trending apparent, will be identified through operational Clinical Governance and reported through Board Clinical Governance if trending occurs 	<ul style="list-style-type: none"> ❖
4.11	Board Performance	<ul style="list-style-type: none"> ❖ Discussed to be deferred to strategic planning day in April 	<ul style="list-style-type: none"> ❖ (LT) to create reflecting template for completion after each meeting
4.12	Summary of Commissioning Bids	<ul style="list-style-type: none"> ❖ Being handled by SA Health, to come to board for approval to fit strategic direction 	
4.13	Treasurer's Instruction 14	<ul style="list-style-type: none"> ❖ Change discussed for CEO claims 	<ul style="list-style-type: none"> ❖ To be re-tabled for further discussion

5. BOARD COMMITTEES			
5.1	Consumer and Community Engagement Committee	<ul style="list-style-type: none"> ❖ Summary Report Presented ❖ Progress on Strategy Framework tabled on track for completion and endorsement July 2020 ❖ Board Chair congratulated Karyn on her efforts and progress as Chair of this committee 	❖
5.2	Finance & Performance Committee	<ul style="list-style-type: none"> ❖ Summary Report Presented ❖ Key matters discussed ❖ Board Chair congratulated John on his efforts and progress as Chair of this committee 	❖ Change of meeting time for next meeting to 930am
5.3	Audit & Risk Committee	<ul style="list-style-type: none"> ❖ Summary Report Presented ❖ Discussed information provided to be more in depth due to having an independent Chair 	❖ (LT) to advise Chair regarding in-depth report
5.3.1	Terms of Reference	<ul style="list-style-type: none"> ❖ Defer for next meeting 	❖ To be placed on agenda for next board meeting
5.3.2	Membership	<ul style="list-style-type: none"> ❖ Nomination of Dr Jason Bament endorsed by board 	❖ (BF) to contact Dr Bament
5.4	Clinical Governance Committee	<ul style="list-style-type: none"> ❖ Summary Report Presented 	❖
6. CORRESPONDENCE FOR NOTING			
6.1	Financial Position	<ul style="list-style-type: none"> ❖ Noted 	❖
6.2	Meeting with Minister	<ul style="list-style-type: none"> ❖ Noted 	❖
6.3	FUNLHN Integrity Controls Action Plan	<ul style="list-style-type: none"> ❖ Noted 	❖
6.4	Communique Aboriginal Health board member forum 11 Oct 2019	<ul style="list-style-type: none"> ❖ Noted 	❖
6.5	State-wide Clinical Support Service	<ul style="list-style-type: none"> ❖ Noted 	❖
6.6	Mental Health Nursing Workforce Strategic Report	<ul style="list-style-type: none"> ❖ Noted 	❖
6.7	Letter to Minister Wade (Invite to 2020 Board Meeting)	<ul style="list-style-type: none"> ❖ Noted 	❖ (BF) to make contact for a date re the Minister's visit

6.8	CALHN Governing Board State-wide Clinical Support Services Committee	❖ Noted	❖
6.9	KMP returns - Coordination role clarification	❖ Noted	❖
6.10	Consultation Draft Rural SA Ambulance Service (SAAS) Workforce Plan	❖ Noted	❖
6.11	RSS BULLETIN_ Update - Revised design of the RSS - Feedback report and updated FAQs.pdf	❖ Noted process vigorous to develop at LHN level	❖
6.12	Letter to Board Member J Lynch, Regional Doctor and Director Aboriginal Health – Australia Day Awards	❖ Noted – J Lynch thanked Board	❖
6.13	Revised Second Stage Building Self Sufficiency	❖ Noted Finance discussion	❖
6.14	Strategic Calendar / Planning	❖ Noted to be special session in Hawker in April 2020	❖
6.15	RSS Memorandum of Understanding	❖ Noted	❖
7. MEETING FINALISATION			
7.1	Any other Business	❖	❖
7.1.1	Documents for board meetings / structure of agenda	❖ Noted to be deferred for further discussion	❖
7.1.2	Volunteers Nominations	❖ Question raised regarding board nominating a volunteer	❖ A Screen to be nominated on behalf of the board
7.1.3	Coronavirus (COVID-19)	❖ LHN Action plans discussed ❖ Statewide participation Tuesday 10 th March 2020	❖
7.1.4	Accreditation	❖ Board invited to participate in Accreditation week	❖ Dates to be sent to board
7.1.5	Wellness Fact Sheet	❖ Discussed to be sent to the HAC	❖
7.1.6	National Women's Day	❖ J Lynch wanted to acknowledge and thank all women for the national Women's day Sunday 8 th March	❖
7.2	Meeting Scheduling	❖ Nil	❖

7.3	Meeting Evaluation	❖ Nil	❖
Next Meeting: March 27, 2020 Whyalla Hospital 9am to 1pm			
Meeting Closed: 1630			

Signed: Bevan Francis, Board Chair



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Date 27 March 2020