

# BAROSSA HILLS FLEURIEU LOCAL HEALTH NETWORK MINUTES

## GOVERNING BOARD MEETING NUMBER 9

Friday 24 April 2020

Members	Name	Item
Chair	Carol Gaston	All
Member	Judy Curran	All
Member	Kevin Cantley	All
Member	Pru Blackwell	All
Member	Roger Sexton	All

Management	Name	
Chief Executive Officer	Rebecca Graham	All
Chief Finance Officer	Steve Brown	All
Clinical Director, Mental Health	Brian McKenny	7.1
Director Aboriginal Health	Peter Taylor	2.1-7.2
Director Corporate Services	Daniel Panic	3.1
Director People & Culture	Mandy Palumbo	1.2-3.4
Director Service Development	Alison King	All
Director Strategy & Governance	Kylie Williams	All
Director Medical Services	Sharon Morton	2.1-7.2
Executive Director Nursing & Midwifery Services (Acting)	Sue Renshaw	All
Senior Project Officer, Strategy & Governance	Kelly Schulze	All

Visitors	Name	Item
Clinical Director, Rural Support Service	Dr Hendrika Meyer	4.6
Executive Director, Rural Support Service	Debbie Martin	4.6

Apologies	
COVID-19 Network Commander	Anne Price
Executive Director Community & Allied Health (Acting)	Amy Foote

All resolutions recorded in these minutes were carried unanimously unless stated otherwise.

<b>1</b>	<b>Opening</b>	<b>Minutes</b>
1.1	<b>In-Camera Board Discussion</b>	
1.2	<b>Acknowledgement of Country</b>	CG on behalf of the Board, made the Acknowledgment to Country.
1.3	<b>Apologies</b>	Nil.
1.4	<b>Interests and Conflicts Disclosure Log</b>	The Board noted the Interests and Conflicts Disclosure Log.  Nil conflicts of interest declared against agenda items.  J Curran advised she is currently engaged by the Department of Health and Wellbeing to undertake leadership and coaching support and advised it is a short term role.
1.5	<b>Confirmation of Previous Minutes</b>	The Board resolved that the March 2020 minutes be endorsed as an accurate record with an amendment noting the Board is continuing to meet as planned, remotely, whilst COVID-19 social distancing restrictions are in place and have fortnightly COVID-19 briefings with members of the leadership team.
1.6	<b>Actions Arising from Previous Meeting (Action List)</b>	Noted.
<b>2</b>	<b>Strategic Discussion</b>	<b>Minutes</b>
2.1	<b>COVID-19 – BHFLHN Response</b>	The Board noted the response to COVID-19 by Barossa Hills Fleurieu Local Health Network.
2.2	<b>Peri-Urban Review</b>	The Board supported phase two of the Peri-Urban review, a discussion with the Department of Health and Wellbeing about Peri-Urban Clinical Service Planning.  The Board requested management undertake a cost analysis of the three peri-urban sites.
2.3	<b>BHFLHN Strategic Intent</b>	The Board endorsed the engagement of LeadersHP Pty Ltd to develop a BHFLHN Strategic Intent document and requested a draft be provided at the June meeting.
2.4	<b>CEO Report</b>	The Board noted the CEO report.  The Board requested management provide a detailed paper at the May meeting about the implications of the SA Health Home Hospital program.  The Board requested that if possible, the BHFLHN 2020-21 Agency Targets be amended.

<b>2</b>	<b>Strategic Discussion</b>	<b>Minutes</b>
2.5	<b>CFO Report</b>	The Board noted the Finance Report for March 2020 and requested management continue to pursue negotiations about an equal regional LHN cost allocation for the 2020-21 funding for the Rural Support Service and if a decision cannot be reached, consider approaching DHW to resolve.
<b>3</b>	<b>For Decision</b>	<b>Minutes</b>
3.1	<b>Emergency Management Coordinator</b>	The Board approved the creation of a new position and budget for a 1.0 FTE Emergency Management Coordinator conditional on inclusion of the costs in the 2020-21 savings strategies in order to fund the position.  The Board will develop a guide to assist management in developing a list of potential savings strategies for 2020-21.
3.2	<b>Mount Barker Hospital Emergency Development Project</b>	The Board approved the plan for DHW Infrastructure to procure a design team via DPTI to undertake a Planning and Feasibility Study for the Mt Barker Emergency Department development which when endorsed will be carried through to design development.  The Board noted the key project milestones and milestones for approval during the redevelopment project.
3.3	<b>Southern Fleurieu Health Service Site Development Planning</b>	The Board noted the Southern Fleurieu Health Service (SFHS) hospital infrastructure requirements for the Central Sterile Services Department (CSSD) upgrade, emergency department expansion, short stay unit, and expanded renal and acute areas and the current allocation of Commonwealth funding for expanded renal and acute areas.  The Board endorsed the proposal for DHW Infrastructure to engage design consultants to develop a SFHS Development Plan to inform forward planning for infrastructure development.  The Board requested management consider opportunities to involve the Victor Harbor Private Hospital.
3.4	<b>Aboriginal Maternal Infant Care Funding</b>	The Board approved: <ol style="list-style-type: none"> <li>1. The CEO to convene a meeting with the other two affected regional LHNs with the Aboriginal Health Directorate within the Department of Health and Wellbeing.</li> <li>2. The CEO to write to the Department of Health and Wellbeing, Commissioning and Performance seeking a 12 month extension of the total funding.</li> <li>3. Discuss with the Department of Health and Wellbeing the adjustment of the Commissioning limit to reflect the transition from Country Health SA Local Health Network to six regional Local Health Networks.</li> <li>4. If options 1-3 are not successful, approve a funding commitment annually of \$82,000 to the Aboriginal Family Birthing Program at Gawler Health Service.</li> </ol>

4 For Noting	Minutes
4.1 Work Health and Safety Report	<p>The Board noted the March Work Health and Safety Summary Report and the March Workers Compensation Performance report.</p> <p>The Board requested that an analysis of the data be provided including benchmarking, mitigating strategies and trends. .</p>
4.2 Late Payment Interest	The Board noted the February 2020 Invoice Payment statistics and the value of late payment interest made.
4.3 Performance Report	<p>The Board noted the information in the Performance Report and the highlights and emerging issues.</p> <p>The Board requested that an analysis of the data be provided including benchmarking, mitigating strategies and trends.</p>
4.4 Quality Risk & Safety Report	The Board noted the attached BHFLHN QRS Report April 2020.
4.5 Standards Wise Report	The Board noted the External Clinical Audit, Residential Aged Care (Standards Wise) Report of Country Health SA LHN Residential Care Services – updated March 2020.
4.6 Rural Support Service	<p>The Board noted the Rural Support Service (RSS) KPI report, the new risk related to COVID-19 and the projects being undertaken by the RSS to support regional LHNs.</p> <p>The Board requested the Co-Directors attend the May meeting to provide a presentation about the Strategic Plan.</p> <p>The Board thanked the Rural Support Service for their response and assistance in managing the COVID-19 pandemic.</p>
4.7 Media and Communications	The Board noted the media that has occurred in the past four weeks relevant to BHFLHN and the key communications distributed to all staff from the Minister, CE or BHFLHN CEO.
4.8 Correspondence	The Board noted the correspondence received, addressed to the Board Chair in the past four weeks and sent from the Board Chair.
4.9 Legislative Compliance	The Board noted the Legislation Compliance Checklist and requested an update be provided about compliance with the Department of Health and Wellbeing Service Agreement.

<b>5</b>	<b>Tier 1 Committees</b>	<b>Minutes</b>
5.1	<b>Audit and Risk Committee</b>	The Board noted the March 2020 minutes.
5.2	<b>Risk Console Implementation</b>	The Board approved a temporary position to manage the transition to Risk Console, education and training and development of risk systems to align to governance arrangements.
<b>6</b>	<b>Tier 2 Committees</b>	<b>Minutes</b>
6.1	<b>Clinical Governance</b>	The Board noted the meeting summary.
6.2	<b>Operations</b>	The Board noted the meeting summary.
6.3	<b>Care of Older Persons</b>	The Board noted the meeting summary and requested amendments to the report.
<b>7</b>	<b>Other Business</b>	<b>Minutes</b>
7.1	<b>Regional Development Strategy</b>	The Board noted management's intent to reject the proposed initiative that BHFLHN takes on the role to coordinate drug and alcohol rehabilitation services in addition to the delivery of mental health services across BHFLHN.
7.2	<b>Rural Support Service - Memorandum of Understanding</b>	The Board approved the Chief Executive Officer to sign the Rural Support Service Memorandum of Understanding.
<b>Governing Board Activities</b>		
Nil		
<b>Meeting Close</b>		
<b>Next Meeting</b>		Friday 22 May 2020.

Minutes Approved



Carol Gaston AM  
Chair - Barossa Hills Fleurieu Local Health Network Governing Board  
22 May 2020