

Riverland Mallee Coorong Local Health Network Governing Board Meeting # 7

Date: Thursday 27 February 2020

Time: 12.30 pm – 3.30 pm

Venue: Level 1 Conference Room, Rural Support Service, 22 King William St, Adelaide

In Attendance: Peter Joyner (PJ), Elaine Ashworth (EA), Fred Toogood (FT), Claudia Goldsmith (CG)

Wayne Champion (WC), Craig Lukeman (CL)

Apologies: Melanie Ottaway(MO), Shane Mohor (SM)

Guests: Karen Hollitt, Brett Webster, Kelli Ramm for Item 4.1. Simon Moody for Item 7.1

Secretariat: Jeanette Brown

Acknowledgement:

We would like to acknowledge that this land we meet on today is the traditional land of the Kaurna people, and that we respect their spiritual relationship with their country. We also acknowledge that the Kaurna people are the custodians of the Kaurna land, and that their cultural and heritage beliefs are still important to the living Kaurna people today.

| ITEM | DISCUSSION POINTS | OUTCOME / ACTIONS |
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| 1. IN CAMERA DISCUSSION | | |
| | <ul style="list-style-type: none"> The Board endorsed the continuation of the Instrument of Authorisation – Financial Authorisations, as endorsed 1 July 2019. The Board endorsed the process for CEO Performance Review. | |
| 2. MEETING OPENING | | |
| 2.1 Acknowledgement | PJ provided Acknowledgement | |
| 2.2 Present and Apologies | <ul style="list-style-type: none"> PJ, EA, FT, CG, WC, CL, JB Apology: MO, SM Invited Guests: Karen Hollitt, Bret Webster, Kelli Ramm for Agenda Item 4.1. Simon Moody for Agenda Item 7.1. | |
| 2.3 Interests and Conflicts Disclosure | P Joyner advised of additional interest to be added to Interests and Conflicts Disclosure Log. | |
| 2.4 Confirmation of Minutes from previous meeting | The minutes from the Board Meeting held 30 January 2020 were endorsed. | The Board endorsed the previous minutes. |
| 2.5 Review Actions Log | Actions Log Reviewed | |

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| | <ul style="list-style-type: none"> Notification to Commonwealth re Waikerie has occurred. Planning for Risk Management Workshop in progress. | |
| 3. MATTERS FOR NOTING | | |
| 3.1 | Chairperson Report | Chairperson's Report noted. |
| 3.2 | Chief Executive Officer Report | CEO Report noted. |
| | <ul style="list-style-type: none"> Report highlighted achievements of RMCLHN and current operational issues. Noted the appointment of Dr Tim Smart as Acting Executive Director Medical Services. Noted the advice from Bridge Clinic (Murray Bridge general practitioners) regarding emergency department services from December 2020. Noted that the Premier was intending to visit Murray Bridge 28 February 2020 to view the Emergency Department redevelopment but was now unable to attend but the site visit will proceed with local Member of Parliament, Adrian Pederick. | |
| 4. STRATEGIC DISCUSSION | | |
| 4.1 | Aged Care Governance Masterclass and RMCLHN Future Directions | <p>The Board noted the information about aged care future directions.</p> <p>ACTION: Aged Care Cabinet to develop a Discussion Paper outlining a vision for aged care in RMCLHN.</p> |
| | <ul style="list-style-type: none"> In attendance Karen Hollitt (Executive Director Nursing and Midwifery), Brett Webster (Executive Director Community and Allied Health) and Kelli Ramm (Aged Care Director of Nursing lead). Discussion about Aged Care future directions following Aged Care Standard 8 Organisational Governance Masterclass. Discussion covered areas including: sustainability, Standards, Royal Commission, contemporary aged care services, increasing complexity (including sub-acute and palliative care), infrastructure, activities, care and services, flexibility/adaptability, integration, and workforce (skill-mix, recruitment, retention and flexibility). | |
| 5. MATTERS FOR DISCUSSION | | |
| 5.1 | RMCLHN NSQHS Accreditation | <p>The Board noted the information about NSQHS accreditation.</p> <ul style="list-style-type: none"> Discussion about the Australian Council on Healthcare Standards (ACHS) reassessment visit 11 – 12 February 2020 to assess the previous 'not met' and 'met with recommendations' criterion of the National Safety and Quality Healthcare Standards (NSQHS) Version 2. RMCLHN is yet to receive the report from this visit but understand from the assessors that they will be recommending that two items are met with recommendation and all other items are met (without recommendation). |


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| <p>5.2 RMCLHN Aged Care Accreditation</p> | <ul style="list-style-type: none"> Aged Care services in Barmera have been reassessed by the Aged Care Quality and Safety Commission (ACQSC) on 4-6 February 2020. Feedback received during the accreditation assessment indicated that the assessment went very well, however some areas for further improvement were identified. The assessors spoke very highly of the changes in safety and quality, cleanliness and staff engagement during the assessment visit. RMCLHN has received the draft report with both services assessed as meeting 11 of the 13 new standards. Aged Care services in Loxton have been reassessed by the ACQSC 18 February 2020. RMCLHN has received the draft report with 12 of the 13 requirements under the new standards being achieved. | <p>The Board noted the information about ACQSC accreditation at Barmera and Loxton.</p> |
| <p>5.3 RMCLHN Board Indicative Annual Program</p> | <ul style="list-style-type: none"> Discussion about the updated indicative annual program for the RMCLHN Governing Board noting this would remain flexible to changing needs. Noted that the annual review of Board Member interests to be deleted and topic added as standing agenda item. | <p>The Board endorsed the proposed annual program. ACTION: Board Interests and Disclosure Log to be a standing agenda item.</p> |
| <p>5.4 RMCLHN Service Agreement Review (Annual Program)</p> | <ul style="list-style-type: none"> Noted that the signed copy of the 2019-20 Service Agreement has been received back from the Department for Health and Wellbeing (DHW), noting that the finance section was not signed by RMCLHN. | <p>The Board noted the information about the Service Agreement.</p> |
| <p>5.5 Board Review – Composition and Succession Planning (Annual Program)</p> | <ul style="list-style-type: none"> Discussion about current composition and changes that have occurred in some LHNS. | <p>The Board noted that no further action is required at present.</p> |
| <p>5.6 Rural Support Service MOU</p> | <ul style="list-style-type: none"> Noted the update on the Rural Support Service (RSS) Memorandum of Understanding (MOU) that is currently in development between the six regional LHNS with agreed version to be completed by April 2020. | <p>The Board noted the update about the RSS MOU</p> |
| <p>5.7 Other Matters for discussion 5.7.1 – Renmark Emergency Department service</p> | <ul style="list-style-type: none"> Renmark Medical Clinic have written to the Chief Executive Officer (CEO), 27 February 2020, advising that they will be withdrawing from providing emergency services at Renmark Hospital from 13 March 2020. Discussion about the current service model, current activity and potential options. The Board accepted the decision of the Renmark Medical Clinic to withdraw services. | <p>The Board accepted the decision of the Renmark Medical Clinic to withdraw from providing emergency services at Renmark Hospital.</p> |

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| <p>5.7.2 – RMCLHN Meeting with Treasury</p> | <ul style="list-style-type: none"> Noted that the CEO, Chair and Chief Finance Officer (CFO) met with the CE DHW and Treasury Officials 27 February 2020 and provided a presentation on RMCLHN financial performance, savings plan and risks for RMCLHN. Noted that all LHNs had scheduled meetings on the same day. | <p>The Board noted the information about the meeting with Treasury officials.</p> |
| <p>5.7.3 – Meeting with Auditor</p> | <ul style="list-style-type: none"> Noted that the external Financial Auditor, Galpins, will be meeting with the CEO. Separate meetings to be organised with the Board Chair and Independent Chair of Audit and Risk Committee. | <p>The Board noted the information about the Auditor.</p> |
| <p>5.7.4 – RMCLHN Audit and Risk Committee membership</p> | <ul style="list-style-type: none"> C. Goldsmith expressed interest in becoming a member of the Audit and Risk Committee. | <p>The Board endorsed C. Goldsmith to be a member of the Audit and Risk Committee.</p> |
| <p>5.7.5 – RMCLHN Board Communication</p> | <ul style="list-style-type: none"> Discussion about current communication channels including the regular meetings between the Board Chair and CEO and the RMCLHN Newsletter that is targeted for staff. Noted that a quarterly newsletter for RMCLHN Health Advisory Councils has commenced and medical officers have expressed interest in receiving a RMCLHN medical newsletter. | <p>ACTION: Board Chair to provide key points arising from regular catch up with CEO. ACTION: Board Members to receive copies of RMCLHN Newsletter and other relevant newsletters.</p> |
| <p>5.7.6 – Coronavirus disease 2019 (COVID-19)</p> | <ul style="list-style-type: none"> Discussion about current status in South Australia and RMCLHN and preparedness of RMCLHN to manage any cases. | |
| <p>5.7.6 – Advertiser article re Aged Care</p> | <ul style="list-style-type: none"> Noted the article in the Advertiser 22 February 2020 titled “Ten ways to turn around nation’s aged care crisis”. | |
| <p>6. STANDARD AGENDA ITEMS FOR DISCUSSION</p> | | |
| <p>6.1 Performance Report</p> | <ul style="list-style-type: none"> The RMCLHN January Performance Reports were noted. | <p>The Board noted the RMCLHN Performance Reports.</p> |
| <p>6.1.1 Finance and FTE Report- PPRC</p> | <ul style="list-style-type: none"> Noted that detailed discussion about financial performance reports occurred at the Finance Committee meeting with all Board members in attendance. | <p>ACTION: Future Risk Management Reports to incorporate a summary.</p> |
| <p>6.1.2 KPI Monthly Performance Report</p> | <ul style="list-style-type: none"> CEO responded to questions in relation to the Quality, Risk and Safety Report, the People and Culture report and the Risk Management report. | |
| <p>6.1.3 People and Culture Report</p> | | |
| <p>6.1.4 Quality and Safety Reports</p> | | |
| <p>6.1.5 Risk Management Report</p> | | |
| <p>6.1.6 Other</p> | | |

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| 6.2 | RMCLHN Strategic Plan | <ul style="list-style-type: none"> Noted the update about the RMCLHN Strategic Plan process including the feedback being received about the draft statement of purpose and values. | The Board noted the Strategic Plan process update. |
| 6.3 | Board Consumer and Community Engagement Strategy | <ul style="list-style-type: none"> Noted the update about the Consumer and Community Engagement Strategy with draft Strategy to be provided to March meeting. | The Board noted the Consumer and Community Engagement Strategy update. |
| 6.4 | Board Clinician and Workforce Engagement Strategy | <ul style="list-style-type: none"> Noted the update about the Clinician and Workforce Engagement Strategy with draft Strategy to be provided to March meeting. | The Board noted the Clinician and Workforce Engagement Strategy update. |
| 7. MATTERS FOR DECISION | | | |
| 7.1 | Director of Mental Health – Simon Moody | <ul style="list-style-type: none"> Simon Moody, Director Mental Health provided presentation covering: <ul style="list-style-type: none"> Mental health prevalence and scope RMCLHN service profile including clients, programs and staffing RMCLHN activity Rural and Remote Mental Health Service Regional LHN mental health priorities Partnerships Consumer experience Achievements and challenges Discussion about the need for a discussion paper about the vision for mental health services. | The Board noted the presentation about RMCLHN mental health services. |
| 8. MATTERS FOR INFORMATION | | | |
| 8.1 | RMCLHN Board Finance Committee Minutes (Draft) | <ul style="list-style-type: none"> Noted the draft Minutes of January 2020. | The Board noted the draft Minutes. |
| 8.2 | RMCLHN Board Clinical Governance Committee Minutes | <ul style="list-style-type: none"> Noted the Minutes of January 2020. | The Board noted the Minutes. |
| 9. ITEMS APPROVED BY CEO FOR NOTING | | | |
| 9.1 | Workforce Recruitment Strategy – Conversion of Community Aged Care Staff to permanent | <ul style="list-style-type: none"> Noted and supported the initiative to assist workforce retention. | The Board noted the workforce retention strategy. |
| 10. CORRESPONDENCE | | | |
| 10.1 | Incoming: | | |
| | 10.1.1 Minister Wade re Palliative Care | | |
| | 10.1.2 Communiqué Aboriginal Health Board | <ul style="list-style-type: none"> All correspondence noted. | |

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| <p>Member Forum</p> <p>10.1.3 Health Performance Council re Disability Consultation</p> <p>10.1.4 Minister Wade re Exemption of the application of Treasurer's Instructions 14 in relation to the Policy Directive: Payment of Financial Compensation arising from Complaints in the Public Health system in South Australia</p> | | |
| <p>10.2 Outgoing</p> | <ul style="list-style-type: none"> • Nil | |
| <p>11. MEETING FINALISATION</p> | | |
| <p>11.1 Questions / Comments</p> | <ul style="list-style-type: none"> • | |
| <p>11.2 Review actions to be taken</p> | <ul style="list-style-type: none"> • Refer 4.1, 5.3, 5.7.5 and 6.1.5 | |
| <p>11.3 Meeting Evaluation</p> <p>11.3.1 Suggestions for next meeting Agenda items</p> <p>11.3.2 Board Evaluation process</p> | <ul style="list-style-type: none"> • PJ summarised the meeting. • | |
| <p>11.4 Next meeting</p> | <p>Date: Friday 27 March 2020</p> <p>Time: 9.30 – 12.30 pm</p> <p>Location: Berri</p> | |
| <p>11.5 Meeting Close</p> | <p>3.40 pm</p> | |

Signed:


 Peter Joyner
 Chair
 Date: 24/3/20