

BAROSSA HILLS FLEURIEU LOCAL HEALTH NETWORK MINUTES

GOVERNING BOARD MEETING NUMBER 50

Thursday 6 June 2024

Conference Room, Rural Support Service, Level 14 Grenfell Street, Adelaide

Members	Name	Item
Chair	Jim Hazel	All
Member	Pru Blackwell	All
Member	Helena Williams	All
Member	Alex Zimmermann	All
Member	Greg Russell	All

Executive	Name	Item
Interim Chief Executive Officer	Bronwyn Masters	All
Chief Information Officer	Abdel Bassal	Item 2.4
Director People and Culture	Peta-Maree France	All
Interim Director Strategy and Governance	Lauren Boase	All
Executive Director Finance Services	Rose Dickinson	All
Executive Director Medical Services	Sharon Morton	All

Visitors	Name	Item
Clinical Partnerships Lead, State Coordination Centre	Megan Brooks	Item 1.9
Director, Clinical Governance	Amy Lee	Item 2.3
Rural Support Service –Executive Director	Debbie Martin	Item 4.3
Senior Governance Project Officer – Rural Support Service	Renae Porcelli	Item 2.5, 2.6 & 2.7
Director, Strategy and Engagement – Rural Support Service	Stephen Cox	Item 2.6 & 2.7

Apologies	Name
Member	Carol Gaston
Member	Rosey Batt

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

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1 OPENING		Minutes
1.1	In Camera Board Discussion	
1.2	Acknowledgement of Country	L Boase made an Acknowledgement to Country and read a poem written by V Buckskin in Reconciliation in 2024.
1.3	Welcome and Apologies	Noted.
1.4	Interests and Conflicts Disclosure Log	The Board noted the Interests and Conflicts Disclosure Log.
1.5	Confirmation of Previous Minutes	The Board resolved that the May minutes be endorsed.
1.6	Actions Arising from Previous Meeting (Action List)	Noted.
1.7	Board Calendar	Noted.
1.8	Risk Appetite Statement	Noted.
1.9	Consumer Story	M Brooks shared a consumer story about the success of the SIFT process to provide real-time visibility of patient status and care requirements before they arrive to the transfer hospital. This allows the accepting ward team to be confident that they are prepared to receive the patient, can order tests and medications, place patients on theatre lists all before they have physically arrived in the hospital. This allows us to ensure that patient care is a positive experience and provide the best outcomes.
2 FOR DECISION		Minutes
2.1	Strategic Risk Review	The board received the report from A Price and noted the BHFLHN strategic Risk review July – December 2023.
2.2	Risk Management Framework – Review	The board receive the report from A Price and endorsed the framework with an amendment to be made to section 5.2 to include Clinical Governance roles and responsibilities. <ul style="list-style-type: none"> • Further discussion occurred regarding the assessments of clinical risks and communication flow between the tier one committees.
2.3	BHFLHN Attestation Statement 2024	The board received the report from A Lee and did not endorse the signing of the BHFLHN Attestation Statement 2024. <ul style="list-style-type: none"> • Further discussion occurred regarding Rural Support Service who are not included in the Attestation and how to ensure the appropriate oversight and governance is available to the board. • Amendments are required to update the health services organisations BHFLHN are responsible for before returning for approval in July 2024.
2.4	Cyber Security Risk	The board received the report from A Bassal and endorsed the progression in improving BHFLHN cybersecurity. <ul style="list-style-type: none"> • Further discussion occurred on the three priority areas for action and future reporting to the Audit and Risk Committee. • Consideration to be given for an external assessment on cybersecurity risks to BHFLHN and the future of mandatory cybersecurity training within SA Health.

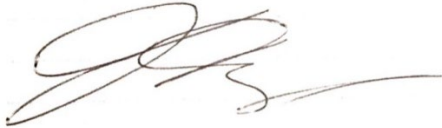
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<p>2.5 Rural Support Services Credentialling</p>	<p>The board received the report from D Martin and R Porcelli on the review of the medical credentialing process. The board noted the final report undertaken by ZED consulting and endorsed the reports eight recommendations.</p> <ul style="list-style-type: none"> • Further discussion occurred about the lack of alignment of the credentialing process to the SA Health policy and lack of visibility in the siloed structure. • The board provided feedback and support to D Martin to ensure improvement actions are take on quickly to reduce risk. • Discussion occurred regarding the actions plan and advocacy of the board going forward.
<p>2.6 Rural Support Services Integrated Governance Framework</p>	<p>The board received the report from D Martin and R Porcelli and did not endorse the updated integrated governance framework.</p> <ul style="list-style-type: none"> • The board further discussed the mechanics of the framework and ensuring that the right information is shared, including reporting, accountability, and responsibility. • The board seek reassurance that it is fulfilling it role and responsibilities with RSS.
<p>2.7 Rural Support Service MoAA</p>	<p>The board received the report from R Porcelli and S Cox and did not endorse the progression of the Rural Support Services Memorandum of Administrative Arrangement.</p> <ul style="list-style-type: none"> • The board further discussed the high-level agreement and the role of BHFLHN as the host. • The board seek reassurance that it is fulfilling its role and responsibilities with RSS.
<p>2.8 Audit and Risk Committee - Terms of Reference</p>	<p>The board received the report from L Boase and endorsed the updated Audit and Risk Committee terms of reference.</p>
<p>2.9 BHFLHN CEO Appointment</p>	<p>The board verbally ratified the unanimous decision to appoint B Masters as Chief Executive Officer for Barossa Hills Fleurieu Local Health Network.</p> <ul style="list-style-type: none"> • The board further discussed the monitoring of performance and key performance indicators of the new CEO.
<p>3 STRATEGIC DISCUSSION</p>	<p>Minutes</p>
<p>3.1 Evaluation of Board Performance</p>	<p>The board discussed the 2024 Evaluation of Board Performance to be carried over to next month with questionnaire to be sent out to board members.</p>
<p>3.2 BHFLHN Workforce Plan</p>	<p>The board received the presentation from B Masters on the draft BHFLHN Workforce Implementation Plan.</p> <ul style="list-style-type: none"> • The board further discussed setting targets to enable the measurement of success and provide assurance, along with tactical plans that include outlook, revenue, and efficiencies.
<p>3.3 2024-2025 Service Level Agreement</p>	<p>The board noted the report from L Boase on the draft 2024-2025 Service Level Agreement (SLA) with the Department for Health and Wellbeing.</p>
<p>4 FOR NOTING</p>	<p>Minutes</p>
<p>4.1 CEO Report</p>	<p>The Board received the CEO report from B Masters and noted the additional discussion about:</p> <ul style="list-style-type: none"> • Kapunda birthing stability across the four pillars. • Gawler obstetrics difficulties, safety of the service and consideration to reflecting the Mount Barker model of care. • Priority Care Centre contract with Summit Health. • New Mount Barker Hospital progression and considerations for scope.

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	<ul style="list-style-type: none"> • Jones Radiology contract renewal benefits. • Results for the across government People Matters survey correspond with the recent BHFLHN FlourishDX survey.
4.2 Finance Report	<p>The Board received the Finance report from R Dickinson and noted the additional discussion about:</p> <ul style="list-style-type: none"> • Increased agency staff because of vacancies within mental health. • Uncounted data by the DHW is being followed up to be rectified. • Improved reporting in 2024/25 down to the business unit level to assist in accountability.
4.3 Rural Support Service	<p>The Board received the report from D Martin and noted the additional discussion about:</p> <ul style="list-style-type: none"> • Innovate Reconciliation Action Plan launch. • Ongoing Neurologist dispute and escalation going forward.
4.4 Performance Report – Quarter Three	<p>The board received the Performance Report – Quarter three from K Williams and noted the overall performance rating of level two.</p> <ul style="list-style-type: none"> • The board further discuss the areas for improvement and opportunities to ensure information is shared.
4.5 Clinician Engagement Statement of Intent	<p>The board received the Clinician Engagement Statement of Intent from L Boase and noted the change from a strategy to a statement focusing on effective, meaningful, and inclusive clinical engagement.</p>
4.6 Consumer and Community Engagement Strategy - Review	<p>The board revied the Consumer and Community Engagement Strategy Update from L Boase and noted the included traffic light report.</p>
4.7 Correspondence	<p>The Board noted the correspondence received, addressed to the Board Chair in the past four weeks and sent for the Board Chair.</p>
4.8 Media	<p>The Board noted the media that has occurred in the past four weeks relevant to BHFHN.</p>
5 TIER 1 COMMITTEES	Minutes
5.1 Audit and Risk	<p>The Board noted the written summary from G Russell from the 20 May 2024 meeting.</p> <ul style="list-style-type: none"> • The board further discussed and endorsed the cybersecurity risks being added to the risk register.
5.2 Clinical Governance	<p>The Board noted the written summary from H Williams from the 30 May 2024 meeting.</p> <ul style="list-style-type: none"> • The board further discussed the performance score card and value it provides, and the vacancy created on the committee with C Lennon’s departure from the board.
5.3 Consumer and Community Engagement	<p>The Board noted the written summary from P Blackwell from the 23 April 2024 meeting.</p>
5.4 Rural Support Service Governance	<p>The Board noted the written summary from R Batt from the 13 April 2024 meeting.</p>

6 OTHER BUSINESS	Minutes
Nil.	
MEETING CLOSE	
Next Meeting	Thursday 4 July 2024, RSS Grenfell Street



Chair - Barossa Hills Fleurieu Local Health Network Governing Board
4 July 2024