
MINUTES

BOARD MEETING

Date: 4.00pm-6pm, Monday 13 April 2015

Venue: Novotel Wollongong Northbeach



Health
Illawarra Shoalhaven
Local Health District

ITEM 1: MEETING OPENING

1.1 Attendance of members

Clinical Professor Denis King, Ms Jill Boehm, Professor Kathy Eagar, Ms Marisa Mastroianni, Mr Roger Downs, Mr Paul Knight, Professor Gerard Sutton, Associate Professor Rod McMahon, Dr William Pratt, Dr Stephen Andersen, Ms Carrie Schulman.

In Attendance

Ms Margot Mains, Mr Andrew Grice, Ms Sue Harris, Ms Jasmina Jonceski (Board Secretary).

Mr Grice, Ms Harris and Ms Jonceski were not present for discussion on Items 3.1 and 3.2 as noted in the minutes.

Apologies

Mr Geoff O'Donnell, Clinical Professor Jan Potter.

1.2 Declaration of Pecuniary Interest, Conflict of Interest

There were no conflicts of interest, gifts, or benefits declared.

1.3 Register of Board Resolutions

Members received the Board resolutions of the previous 12 months, and the progress/outcomes to date.

The Board Chair sought an update on the following resolutions for the next Board meeting:

- 2014/15 – Rostering System
- 2014/18 – Illawarra South West Sydney – Your Cancer Network

ACTION ITEM: Provide an update on Board Resolution 2014/15 Rostering System

ACTION ITEM: Provide an update on Board Resolution 2014/18 Illawarra South West Sydney – Your Cancer Network.

1.4 Confirmation of Minutes of meeting held 2 March 2015

The minutes were accepted as a true and accurate record, subject to amendment as resolved at Item 5.1.

ITEM 2: ACTION LIST / BUSINESS ARISING

The Board noted progress/completion of actions.

2.1 Committee Membership

The Board Chair received the information provided.

ITEM 3: REPORTS**3.1 Board Chair Report**

The Board received the verbal report provided by the Board Chair.

The Board noted the funding commitments by the Government for Bulli and Shellharbour Hospital before the election. It was noted that further discussion will be required with the University of Wollongong on the teaching requirements for the redevelopment and that work on an Aboriginal health service will continue for the Shellharbour Hospital redevelopment. The Board thanked the District's Planning team for providing all the relevant information and business case to the Ministry of Health as required.

ACTION ITEM: Board Chair to write to Planning Team.

The Board congratulated Mr Gareth Ward MP, Member for Kiama, on his appointment as Parliamentary Secretary for the Illawarra and South Coast.

ACTION ITEM: Board Chair to write to Gareth Ward MP congratulating him on his appointment.

3.2 Chief Executive Report

The Board received the information provided.

The Board noted the District's response on the Baxter renal dialysis supplies and commended the team for its actions.

ACTION ITEM: Board Chair to Clinical Governance and Renal Services team commending their actions on the Baxter supplies matter.

The Chief Executive tabled an additional paper on the Capacity Assessment Project (CAP) – Self Assessment Survey Results for the information of members. Board members were asked to provide feedback on the CAP Survey to the Board Secretary prior to the Board's meeting with the CAP team on 4 May 2015.

ACTION ITEM: Provide feedback to the Board Secretary on the Capacity Assessment Project Survey

The Board held further discussions in-camera on items 3.1 and 3.2 at the end of the meeting, with Board members and the Chief Executive present.

ITEM 4: NEW BUSINESS**4.1 Board Committee Terms of Reference**

The Board received the information provided and endorsed the:

1. Finance and Performance Committee Terms of Reference
2. Planning Committee Terms of Reference
3. Health Care Quality Committee Terms of Reference
4. Aboriginal Health Committee Terms of Reference
5. Audit and Risk Management Committee Charter.

RESOLUTION (2015/04): The Board endorsed the:

1. Finance and Performance Committee Terms of Reference
2. Planning Committee Terms of Reference
3. Health Care Quality Committee Terms of Reference
4. Aboriginal Health Committee Terms of Reference
5. Audit and Risk Management Committee Charter.

4.2 NSW Health Statutory Governed Board Training Program

The Board received the information provided.

Dr Andersen provided a verbal report on his attendance at the training program and encouraged members to attend if possible. Dr Andersen also noted the good induction process he has received as a new ISLHD Board member.

ACTION ITEM: Members to advise of interest in attending May 2015 training session.

4.3 Leadership and Governance Framework: Towards a Service Model

The Board received the information provided.

The Board congratulated the Chief Executive on the development of the Leadership and Governance Framework.

4.4 Research Directions: Next Steps

The Board received the information provided.

The Board congratulated the Chief Executive on the development of the Research Directions paper.

ITEM 5: CONFIDENTIAL ITEMS

Board members are referred to the Confidential Minutes for further information related to this item.

ITEM 6: BUSINESS WITHOUT NOTICE

There was no business without notice.

ITEM 7: INFORMATION

7.1 Finance and Performance Committee – Minutes of 27 January 2015 and 23 February 2015 meeting

The Board received the minutes.

7.2 Health Care Quality Committee – Minutes of 28 January 2015 meeting

The Board received the minutes.

7.3 Planning Committee – Minutes of 2 February 2015 meeting

The Board received the minutes.

7.4 Aboriginal Health Committee – *No approved minutes for circulation*

No minutes were available.

7.5 Audit and Risk Management Committee – No approved minutes for circulation
No minutes were available.

7.6 Media and Community Engagement Activity – 18 February to 30 March 2015
The Board received the information provided.

ITEM 8: NOTIFICATIONS REGARDING UPCOMING EVENTS

8.1 Monday 4 May 2015 – Capacity Assessment Project – Meeting with Board
The Board noted the Board Planning Day scheduled for 13 April 2015

8.2 Friday 19 June 2015 – Board Members Conference
The Board noted the 2015 Board Members Conference organised by NSW Health is tentatively scheduled for Friday 19 June 2015.

ITEM 9: DATE AND VENUE OF NEXT MEETING

Information received and noted by the Board.

MEETING CLOSED AT 6.05pm.

Next meeting: Monday 4 May 2015
4.00pm – 6.00pm
Conference Rooms, Level 8,
Block C, Wollongong Hospital

CERTIFIED A CORRECT RECORD

Clinical Professor Denis King OAM
4 May 2015

TRIM Ref: DT15/24707