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# MINUTES

## BOARD MEETING

**Date:** 3.30pm-6.00pm, Monday 9 November 2015

**Venue:** Conference Room, ISLHD Executive Office, Warrawong

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### ITEM 1: MEETING OPENING

#### 1.1 Attendance of members

Clinical Professor Denis King OAM, Ms Jill Boehm OAM; Associate Professor Stephen Andersen OAM, Mr Roger Downs, Mr Paul Knight, Associate Professor Rod McMahon, Mr Geoff O'Donnell, Clinical Professor Jan Potter, Dr William Pratt, Professor Gerard Sutton AO.

#### In Attendance

Ms Margot Mains, Chief Executive; Ms Carolyn Cooper, Executive Director Clinical Operations; Ms Michelle Noort, Executive Director Integrated Care, Planning and Performance; Mr Brent Wiseman, Executive Support Finance; Ms Jasmina Jonceski, Board Secretary.

#### Apologies

Professor Kathy Eagar, Ms Marisa Mastroianni, Ms Carrie Schulman.

The Chair welcomed Ms Carolyn Cooper; the District's new Executive Director Clinical Operations and wished her well in the position.

#### 1.2 Declaration of Pecuniary Interest, Conflict of Interest

Mr O'Donnell declared a conflict of interest in the Confidential presentation. Clinical Professor King declared a conflict of interest in relation to part of Item 10.2. Further details are provided in the confidential minutes.

There were no other 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 to date.

#### 1.4 Confirmation of Minutes of meeting held 12 October 2015

The minutes were accepted as a true and accurate record.

### ITEM 2: ACTION LIST / BUSINESS ARISING

The Board noted progress/completion of actions.

### ITEM 3: REPORTS

#### 3.1 Board Chair Report

The Board received the information provided.

The Chair advised the Board of the Low Volume Complex Cancer Surgery initiative and the arrangement the District entered into with South Western LHD. The Board requested a report to be provided early in 2016 on progress with the initiative.

**ACTION ITEM:** Report to the Board on the Low Volume Complex Cancer Surgery initiative.

#### 3.2 Chief Executive Report

The Board received the information provided.

The Board noted the improved performance trend in work health and safety injuries and acknowledged the work that the District has made within work health and safety over the past

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few years that has led to this improved performance. The Board noted that this is a step in the right direction and further work is to be undertaken in this area.

**ACTION ITEM:** Write to managers responsible for work, health and safety improvements within the District acknowledging work to date.

The Board noted the significant achievements recently recognised throughout the District:

- Dr Greg Barclay – winner of the NSW Health Staff Member of the Year Award; also nominated for a NSW Premier’s Award
- Dr Jan Potter – finalist for the NSW Health Collaborative Leader of the Year Award
- Triple CCC – Care, Communicate, Coordinate (Shellharbour Hospital) Project – finalist for the NSW Health Collaborative Team Award
- PEACH Project, a South Western LHD Project, which ISLHD has implemented for our community, won the NSW Health Patients as Partners Award
- Dr Maureen Lonergan won the Operation Angel Award
- Cancer Good News Project won the Public Sector Award at the 2015 Australian Multicultural Marketing Awards.

Mr Downs advised the Board that he attended the IHMRI Networking event where the Chief Executive presented and advised that the presentation was positive and well received by those present.

Further information was provided under Confidential Item 10.2.

**ITEM 4: NEW BUSINESS**

**4.1 Board Evaluation Survey and Evaluation Process**

The Board approved the Board Evaluation Survey for use in 2015 and 2016.

**RESOLUTION (2015/29):** The Board approved the Board Evaluation Survey for use in 2015 and 2016.

**ITEM 5: BUSINESS WITHOUT NOTICE**

*There was no business without notice.*

**ITEM 6: INFORMATION**

**6.1 Finance and Performance Committee – Minutes of 28 September 2015**

The Board received the minutes.

**6.2 Health Care Quality Committee – Minutes of 30 September 2015**

The Board received the minutes.

**6.3 Planning Committee – Minutes of 12 October 2015**

The Board received the minutes.

**6.4 Aboriginal Health Committee – Report**

Clinical Professor King, Aboriginal Health Committee Chair, advised the Board that the Committee met on 6 November 2015 following a hiatus pending the appointment of the Director Aboriginal Health Strategy. The Committee considered a proposal for how the

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Aboriginal health service should work in the District. The Committee Chair noted that quantitative outcome measures will be presented to the Committee within the next two meetings. It was noted that the appointment of the Director Aboriginal Health Strategy will bring strategic leadership to Aboriginal health that has not previously existed. A copy of the proposal is to be provided to the Board.

**ACTION ITEM:** Copy of proposal to be presented to the board.

**6.5 Audit and Risk Management Committee Minutes of 1 September 2015**

The Board received the minutes.

**6.6 Media and Community Engagement Activity – 29 September to 28 October 2015**

The Board received the information provided.

**ITEM 7: NOTIFICATIONS REGARDING UPCOMING EVENTS**

**7.1 Board Calendar of Events**

The Board received the Calendar of Events.

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***Board members are referred to the Confidential Minutes for minutes relating to the Confidential Agenda.***

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**MEETING CLOSED AT 5.35PM.**

**Next meeting:** Monday 14 December 2015  
4.00pm – 6.00pm  
Conference Rooms, ISLHD Executive Office, Warrawong

**CERTIFIED A CORRECT RECORD**

**Clinical Professor Denis King OAM  
14 December 2016**