
MINUTES

BOARD MEETING

Date: 2.00pm-6.00pm, Monday 3 February 2020

Venue: Conference Rooms, District Executive Offices

ITEM 1: IN CAMERA SESSION

There was no in camera session.

ITEM 2: PRESENTATIONS

Chief Executive - HealthShare

Ms Carmen Rechbauer, HealthShare Chief Executive and Ms Samantha Norris, Executive Officer provided a presentation on the procurement and supply chain aspects of HealthShare.

Eve Bosak joined the meeting at 2.16pm during the presentation.

Deep Dive – Clinical Coding and Information Systems

Ms Denise Tomassini, Manager Clinical Information presented to the Board on clinical coding and the intricacies involved.

Of note;

- If a Urinary Tract Infection (UTI) is coded incorrectly or missed, that is \$10 thousand the District may miss.
- Each admission has a day limit (i.e. 1-17 days) of which the District receives the same amount of funding for.
- Random audits are performed by the coding team however there was a recent external audit of which the results are still pending.

The Chief Executive thanked Ms Tomassini for her presentation and leadership skills.

ITEM 3: WELCOME (3.33PM)

3.1 Acknowledgement of country

The Chair acknowledged the traditional owners of the land on which the Board met and paid respects to Elders past, present and future.

3.2 Attendance

Attendance of members

Professor Denis King OAM (Chair); Ms Eve Bosak; Mr Roger Downs; Professor Kathy Eagar; Mr Alan Hudson; Dr William Pratt; Mr John Stubbs; Mr Paul Knight; Ms Eve Bosak; Professor Bill Lovegrove AO; Dr Rod McMahon; Professor Gerard Sutton.

Others in Attendance

Ms Margot Mains, Chief Executive; Dr Joshua Rijsdijk, Co-Chair Northern Illawarra Medical Staff Council; Mr Andrew Hayne, Board Secretary; Ms Angela Twist, Assistant Board Secretary.

Present for item 2

Mr Gerrard Golding, Executive Director Strategic Improvement Programs; Ms Nicole Sheppard, A/Executive Director Clinical Operations, Ms Caroline Langston, Executive Director Integrated Care, Mental health, Planning, Information and Performance; Ms Deborah Cameron, Executive Director Nursing and Midwifery; Mr Abbas Alibhai, Executive Director Finance and Ms Jodi Chiumento, Director Procurement & Supply Chain and Mr Peter Shiells, Chief Information Officer.

Further, Mr Gerrard Golding, Executive Director Strategic Improvement Programs; Ms Nicole Sheppard, A/Executive Director Clinical Operations, Ms Caroline Langston, Executive Director Integrated Care, Mental health, Planning, Information and Performance; Ms Deborah Cameron,

Executive Director Nursing and Midwifery; Mr Abbas Alibhai, Executive Director Finance were present for Agenda Item 15.0.

3.3 Apologies

Ms Marisa Mastroianni; Ms Jill Boehm OAM.

ITEM 4: DECLARATION OF PECUNIARY INTEREST, CONFLICT OF INTEREST

There were no conflicts declared.

ITEM 5: BUSINESS FROM THE LAST MEETING

5.1 Confirmation of Minutes of meeting held 2 December 2019

The Board approved the draft minutes of the meeting held 2 December 2019.

5.2 List of Action Items

The Board noted progress/completion of actions.

5.3 Register of Board Resolutions

Members received the Board resolutions of the previous 12 months, and the progress to date. Outstanding resolutions – delegations manual. Done on an ongoing basis and annually. Remove.

ITEM 6: MATTERS FOR APPROVAL

6.1 Fraud and Corruption Control Strategy

The Board received the strategy provided and requested to view the social media policy when it is available. It was noted the Australian Health Practitioner Regulation Agency (AHPRA) have a social media policy and the need for the two to be consistent.

ACTION ITEM (38/20): Board to review the Social Media Policy when available.

RESOLUTION (2020/37): The Board approved the Fraud and Corruption Control Strategy.

6.2 Property disposal – Vincent St, Ulladulla

The Board received the recommendation from the Planning and Innovation Committee to dispose of the property.

RESOLUTION (2020/38): The Board approved the recommendation of the Board Planning Committee for the sale of the property at 100 St Vincent Street, Ulladulla “as is”.

ITEM 7: STRATEGIC MATTERS

7.1 Ministry of Health - Board Report July-Sept 2019

The Board received the Ministry of Health - Board Report July-Sept 2019 and were advised feedback has been requested. It was noted on the quality report there are generally six components however ‘equity’ is not reported. It was felt the report is an example of duplicated reporting as the Bureau of Health Information (BHI) and Clinical Excellence Committee (CEC) provide these reports well.

Of interest would be:

- Reporting on equity of service provision and health outcomes by different segments of the community
- Reporting on accessibility – Emergency Treatment Performance (ETP) is timeliness of care however not accessibility. Accessibility relates to the services provided to the community and the access to said services.
- Expenditure per head of population

ACTION ITEM (39/20): BSEO to draft feedback letter to the Ministry outlining the Board’s views on the report.

ITEM 8: BOARD CHAIR REPORT

The Chair advised the Board there was nothing to report at this time.

ITEM 9: BOARD COMMITTEE REPORTS

9.1 Finance and Workforce Performance Committee

The Board noted the report and minutes from the recent Finance and Workforce Performance Committee meetings. On behalf of the Committee Chair, the Board Chair outlined matters discussed at the Committee meeting, including HealthShare, financial performance and the management of notifiable incidents.

The Board Chair also explained that he will be the conduit from the FWPC and the Board as the Committee Chair is unable to attend Board meetings.

9.2 Health Care Quality and Safety Committee

The Board noted the report and minutes from the recent Health Care Quality and Safety Committee meetings. The A/Committee Chair advised on the key points from January 2020:

- The Committee received a presentation on Hospital Acquired Complication (HAC) data — this is expected to result in an amendment in reporting to focus on three-year trends rather than shorter periods.
- It is expected that accreditation has been deferred for six months due to the bushfire impact with the support of the Committee.
- Three community representatives have been appointed to the Clinical Governance Council.

9.3 Planning and Innovation Committee

The Board noted the report and minutes from the recent Planning and Innovation Committee meeting. The Committee Chair noted the key points from February 2020:

- The Committee had a general discussion about old Bulli District Hospital site, the relationship with IRT and defects that still exist primarily in the IRT area.
- In terms of the network service plans and Shellharbour Hospital, the District will continue to future plan for both with a greenfield site and without.

9.4 Aboriginal Health Committee

The Board noted the report and minutes from the recent Aboriginal Health Committee meeting. The A/Committee Chair noted the key points from December 2019:

- Discussion continues for co-commissioning and a different procurement model.
- The District received funding for ten school based trainees who will be spread across the organisation in line with the aboriginal employment strategy.

9.5 Audit and Risk Committee

The Board noted the report and minutes from the recent Audit and Risk Committee meeting.

- Developing a risk appetite statement for organisation, doesn't exist.
- There are currently two independent vacancies on the Committee which will be recruited to.

ITEM 10: CHIEF EXECUTIVE REPORT

The Board received the information provided. The Chief Executive further noted:

- There has been a huge amount of engagement regarding the Coronavirus with 750 general practitioners on the last webinar. The District held daily teleconferences to manage internal changes.

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- Psychological support has been heightened for those affected by the bushfires. South Eastern Sydney Local Health District (SESLHD) and Central Coast provided support to the District by sending support workers also and psychological first aid.

ITEM 11: FOR INFORMATION

11.1 2020 Board Calendars

The Board received the information provided.

ITEM 12: BUSINESS WITHOUT NOTICE

nil

ITEM 13: MEETING FINALISATION

Details for the next meetings of the Board are:

2pm, Monday 2 March 2020

Conference Rooms, District Executive

Offices

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

MEETING CLOSED AT 4.33PM

CERTIFIED A CORRECT RECORD

Professor Denis King OAM

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Signature

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Date