

Minutes for ISLHD Board Meeting

06/07/2020 | 02:00 PM - 06:00 PM - AEST

Videoconference

Attendees (13)

Denis King; Jill Boehm; Eve Bosak; Roger Downs; Kathy Eagar; Alan Hudson; William Lovegrove; Rod McMahon; William Pratt; John Stubbs; Gerard Sutton; Marisa Mastroianni; Paul Knight

Agenda

ITEM 1: In Camera Discussion (Optional)

There was no in camera session.

ITEM 2: Presentation

2.1 COVID-19 and Residential Aged Care Facilities

The Board received the presentation provided. The Public Health Unit were commended on their extremely impressive work during the pandemic which the Board Chair noted was comparable with the best in the State.

Mr Roger Downs declared a potential conflict of interest as the Deputy Chair of Illawarra Retirement Trust (IRT).

Ms Eve Bosak joined the meeting at 2.11pm

The Board noted if an adequate response to a COVID-19 breakout cannot be provided from within an aged care facility, the District's outbreak management team would step in to manage the operations.

The Division of Aged Care, Rehabilitation and Palliative Care have regular communications and meetings with Managers of the aged care facilities within the District.

2.2 Deep Dive - Health Information, Communication and Technology

The Board received the presentation provided.

ITEM 3: Welcome

The meeting opened at 3.21pm.

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 Jill Boehm OAM; Ms Eve Bosak; Mr Roger Downs; Professor Kathy Eagar; Mr Alan Hudson; Dr William Pratt; Mr John Stubbs; Mr Paul Knight; Ms Eve Bosak; Ms Marisa Mastroianni; Professor Bill Lovegrove AO; Dr Rod McMahon; Professor Gerard Sutton.

Others in Attendance

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

In Attendance for Item 2.1

Ms Margaret Martin, Executive Director Clinical Operations
Ms Megan Foye, Co-Director Division of Aged Care, Rehabilitation and Palliative Care
Mr Curtis Gregory, Director Public Health Unit

In Attendance for Item 2.2

Mr Peter Shiells, Chief Information Officer

3.3 Apologies

There were no apologies.

ITEM 4. Declaration of interests

There were no conflicts of interest declared.

ITEM 5: Business from the last meeting

5.1 Minutes of the meeting on 1 June 2020

The Board approved the draft minutes of the meeting held 1 June 2020.

5.2 Action Items Arising

The Board noted progress/completion of actions.

5.3 Resolutions Register

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

ITEM 6: For Approval

There were no matters for approval.

ITEM 7: Strategic Matters

7.1 Strategic Directions - Quarterly Report

The Board received the quarterly report provided and requested additional comments on which measures may have been affected by COVID-19. Measures will be reviewed by each of the relevant Board Committees.

ACTION XX/20: *Chief Executive to provide updated commentary on the strategic directions to advise which have been COVID-19 impacted.
(Assignee(s): Margot Mains; Due Date: 03/08/2020)*

ACTION XX/20: *Board Secretariat to clarify wording on SP1:05 b) where text has been cut off. (Assignee(s):
Board Secretariat; Due Date: 03/08/2020)*

ITEM 8: Board Chair Report

The Board Chair advised there was no general business to report at this time.

ITEM 9: Committee Reports (including Annual Reports)

9.1 Finance and Workforce Performance Committee

The Board received the minutes from the Finance and Workforce Performance Committee meeting held 25 May 2020. The Board Chair acted as Committee Chair and noted discussion points from the meeting held 29 June 2020:

- a presentation on procurement and the future directions of same was received by the Committee.
- there remain a small number of staff working over 108 hours per fortnight.

ACTION XX/20: **Board Secretariat to circulate procurement presentation received at the Finance and Workforce Performance Committee on 29 June.**
(Assignee(s): Board Secretariat; Due Date: 03/08/2020)

9.2 Health Care Quality and Safety Committee

The Board received the minutes from the Health Care Quality and Safety Committee meeting held 27 May 2020. The Board noted discussion points from the meeting 24 June 2020:

- received the professional practice report and noted a number of items will be closed by the next meeting
- resources pertaining to Quality and Safety have been uploaded to the resource centre in Diligent. The Committee Chair suggested all Members review the resources.
- the Committee Chair will meet with the Director Medical Services and Clinical Governance (Executive Sponsor), Executive Director of Nursing and Midwifery and Director Clinical Governance, Patient Safety and Quality to discuss future meetings.

9.3 Planning and Innovation Committee

The Board received the minutes from the Planning and Innovation Committee meeting held 1 June 2020 which was reported on verbally last meeting.

ITEM 10: Chief Executive Report (including COVID-19 presentation)

The Board received the information provided and further noted:

- the District is working well with local vendors for elective surgery outsourcing
- consideration for a central warehouse for storing stock is being occurring

Members shared their positive personal experiences with COVID-19 testing and requested the Chief Executive pass on the feedback to staff.

The Board questioned the waiting times for COVID-19 tests and discussed the potential for publishing expected average wait times for the public.

ACTION XX/20: **CE to follow-up options for publishing expected average wait times for COVID-19 testing**
(Assignee(s): Margot Mains; Due Date: 03/08/2020)

ITEM 11: For Information

11.1 2020 Board Calendar

The Board received the information provided and noted the Board Secretariat will provide updates on the venues of upcoming meetings as they are known.

The following meeting scheduled for 3 August is the Board Planning Day. The venue is the Novotel Northbeach Wollongong.

ITEM 12: Business Without Notice

The Board Chair thanked the Board Secretary and Executive Officer, Mr Andrew Hayne for all he has done and on behalf of the organisation. Mr Hayne's last day with the District will be 29 July 2020.

ITEM 13: Meeting Finalisation

ITEM 14: Closure of General Agenda

The general meeting closed at 4.10pm.