

Minutes for ISLHD Board Meeting

24/06/2024 | 01:00 PM - 04:00 PM - AEST

Microsoft Teams

Agenda

The Board Chair, Chris Bertinshaw opened the meeting at 1.00pm and welcome Audit and Risk Committee Member Jane Ford and Chair Warren Bird.

ITEM 1: Chairs Consultation

The Chair verified that the Members had no concerns to discuss pertaining to the agenda.

ITEM 2: Welcome

2.1 Acknowledgement of Country

The Board Chair stated that the Illawarra Shoalhaven Local Health District is committed to reconciliation with the First Nations Peoples for whom the lands on which the District operates are their traditional lands.

He acknowledged the ancestors of that country and paid respects to elders past, present and future. He expressed his gratitude that we share these lands today, his sorrow for the costs of that sharing, and hope and belief that we can move to a place of equity, justice and partnership together.

2.2 Attendance

Chris Bertinshaw, Board Chair
Marilyn Smith OAM, Deputy Chair
David Campbell, Board Member
Richard Morris AM. BM., Board Member
Jenny Collins, Board Member
Suzi Clapham, Board Member
Alan Hudson, Board Member
Nick Mitrevski, Board Member
Peter McDonald, Board Member

In attendance:

Margot Mains, Chief Executive
Jessica De Angelis, Director Office of the Chief Executive
Angela Twist, Board Secretary and Executive Officer (minutes)

In attendance for item 4.1

Warren Bird, Audit and Risk Committee Chair
Jane Ford, Audit and Risk Committee Member
Lauren Pont, Acting Director Internal Audit
Peter Shiells, Executive Director Digital Health
Frank Byrne, District Health Information Manager
Catherine Muratore, District Coding Manager

In attendance for item 5.1

Mark Garrick, Executive Director Strategy, Risk, Planning and Performance

Albert Vasquez, Clinical Infrastructure Manager

In attendance for item 5.1 to 6.1

Mark Garrick, Executive Director Strategy, Risk, Planning and Performance

2.3 Apologies

Jonathan Boswell, Board Member and Josh Rijsdijk, Chair Medical Staff Council were apologies for this meeting.

2.4 Declarations of Interests

There were no declarations of interests.

ITEM 3: Business from the last meeting

3.1 Confirmation of Minutes - 13 May 2024

The Chair invited comments or amendments to the draft minutes of the ISLHD Board meeting held on 13 May 2024 and receiving none, they were adopted as a true and accurate record.

3.2 Actions Arising

The Board noted the actions arising and closed:

- 277/24 – completed, invitation sent by Board Secretary on 15 May 2024.
- 278/24 – Professor Kathy Eagar will attend the Board meeting in August 2024.
- 279/24 - Item included in the Chief Executive's report.

ITEM 4: Presentations

4.1 Clinical Coding

The Board received a presentation on clinical coding from Catherine Muratore, District Coding Manager and Frank Byrne, District Health Information Manager.

Key updates include:

- The RISQ software is being deployed to clinicians for two Hospital Acquired Complications (HACs) - malnutrition and the Infectious Management and Control Unit (IMACs).
- Coding is not performed live but must be completed by the 28th day of the subsequent month.
- A change in care type is considered a discharge for coding purposes.
- Diplomas in coding cost approximately \$6-7K and must be paid by the individual. The Coding Team is collaborating with the Ministry of Health to determine if funding can be provided to support this expense.
- Coders working remotely log into a secure system using the necessary security software through the NSW Health system.

- Shoalhaven District Memorial Hospital has been selected as a pilot site for computer-assisted coding.
- ICD11 is expected to be implemented in 2030.

David Campbell joined the meeting at 1.26pm

Margot Mains joined the meeting at 1.33pm

The Board expressed gratitude and appreciation to Catherine and Frank for their enlightening presentation.

Lauren Pont, Frank Byrne, Peter Shiells, Catherine Muratore, Warren Bird and Jane Ford left the meeting at 2.00pm.

ITEM 5: Strategic Matters

5.1 Major Capital Works and Planning Update

Albert Vasques, Clinical Infrastructure Manager and Mark Garrick, Executive Director Strategy, Risk, Planning and Performance joined the meeting at 1.45pm.

The Board noted the report and queried a number of items receiving the below responses:

Warrawong Community Health Centre

- The commissioning date will not be known until the tender evaluation is completed at the end of July 2024. It is anticipated there will be some delay past December 2025 as previously noted.
- Health Infrastructure recognised that given the current cost escalations across the state, there would an opportunity to run the community health centre tender with main tender which could deliver savings. Whilst the tender went out to address both, it was also noted that applicants did not need to tender for both to be successful. A strategy ISLHD supported.
- The successful tenderer for the New Shellharbour Hospital did not include Warrawong in their tender and it will therefore be available as an individual component.

Port Kembla

- A reply from the Ministry regarding funding for an alternative site has not been received, although efforts to find suitable alternative accommodation are ongoing. A report is being compiled for the Health Minister, outlining the risks and the necessity of financial assistance for the District to secure alternative accommodation.

Milton Ulladulla Hospital CT Scanner and Master Planning

- Efforts to explore alternative locations for a machine site have not been fruitful.
- In light of the requirement for a CT scanner, the possibility of employing a transportable and movable temporary structure is being considered.
- The initial phase of master planning is finished.

- The plan for future services has been finalized, feedback is currently being gathered, and engagement with consumers is expected to occur around September of this year.

ITEM 6: Board Chair Report

The Board Chair advised that the meeting with the Health Minister, which was to address the governance of local health districts, board member remuneration, and succession planning, has been postponed for two weeks.

ITEM 7: Chief Executive Report

Damien Van Rosmalen joined the meeting at 2.22pm.

The Board acknowledged the Chief Executive's report and recognised several local individuals and former colleagues who were honoured in the King's Birthday Honours 2024:

- The Honourable Jillian Skinner - for significant service to the people and Parliament of New South Wales, and to community health.
- Professor Kathy Clapham - for significant service to Indigenous community health, to anthropology, and to tertiary education
- Dr Kathy Eagar - for significant service to community through health services research and development, and as a mentor.
- The Honourable Shelley Hancock - for service to the people and Parliament of New South Wales.
- Ms Sonia Marshall - Awarded the Public Service Medal (PSM) - Covid-19 Honour Roll.

The Board addressed the significant access and flow issues confronting the District, highlighted by an instance where 97 individuals were awaiting a bed in the emergency department on a given day.

The Chief Executive informed the Board about various winter strategies and methods to enhance aged care outreach in Shoalhaven, along with the expansion of home hospital care. Plans include opening a new ward at Wollongong Hospital, reallocating 8 beds from the mental health sub-acute unit to accommodate those waiting for aged care, and securing an extra 4 beds at Figtree Private Hospital. Significant attention continues to be placed on assessing front-line needs, with allied health services participating in the emergency department over the weekend for a six-week trial, demonstrating considerable benefits.

The Board recognised the significant pressures faced by the District and praised the Chief Executive and their team for their dedication to managing access and flow consistently.

The Chief Executive offered congratulations to Damien Van Rosmalen, the Executive Director of Finance and Corporate Services, for his exemplary efforts in the monthly recovery meeting with the Ministry of Health. Additionally, Jessica De Angelis, Director of the Office of the Chief Executive, was commended for her adept coordination of the necessary documentation for the Special Commission of Inquiry into Health Care Funding.

Jenny Collins left the meeting at 2.24pm.

ITEM 8: Committee Reports

The Board noted the draft minutes of the Board Committees.

ITEM 9: For Information

9.1 Board Calendar and Leave

The Board reviewed the 2024 Board calendar and leave planner, taking note of the recent updates.

ITEM 10: Closure of General Meeting

With no further business to address, the Board Chair adjourned the meeting at 2:31pm.