



# Meeting Minutes

## Flinders and Upper North Governing Board

### Official Acknowledgement of Country

We acknowledge the Aboriginal custodians of the Land and waters within the Footprint of the Flinders and Upper North Region. We respect their spiritual relationship with their country and acknowledge that their cultural beliefs are an important focus of their past, present, and future. We also pay respect to Elders past, present and emerging and the Cultural authority of Aboriginal people in attendance from other areas.

**Date:** Friday 19 January 2024

**Time:** 09:00 to 1:30pm

**Location:** Whyalla Hospital & Health Services

Membership (P – Present, A – Apology)			
(MW) Mark Whitfield, Governing Board Chair	P	(KW) Kate Warren, Governing Board Member	P
(SG) Suzy Graham, Governing Board Member	P	(RW) Dr Rohan Ward, Governing Board Member	A
(SC) Shamus Cogan, Governing Board Member	P	(RM) Ros McRae, Governing Board Member	P
(GM) Geri Malone, Governing Board Member	P	(CF) Craig Fullerton, Governing Board Member	P
Regular Attendees / Invited Guest (P – Present, A – Apology)			
(CP) Craig Packard, Chief Executive Officer			P
(AS) Amanda Semark, A/Director Governance and Performance			P
(CG) Charlotte Groves – Director of Midwifery & (LE) Lyndell Eckert – A/Executive Director Nursing and Midwifery			P
(KM) Commissioner Professor Keith McNeil, (KB) Katie Billing & (TH) Tina Hardin – Commission on Excellence and Innovation in Health.			P

1. Meeting Opening		
1.1	Official Acknowledgement of Country	Meeting opened at 09:00 with the Chair providing Acknowledgement of Country, Chair welcomed all present.
1.2	Present and Apologies	Nil apologies.
1.3	In Camera Board Discussion	Nil.
1.4	Declarations of Interest & Potential Conflicts	Conflict of Interest Disclosure Register tabled, Chair requested any declarations required be tabled at the relevant agenda items.  Amendments noted for RM regarding employment.

		<b>Action:</b> AS to update register.
1.5	Confirmation of Previous Minutes	Minutes from the Governing Board meeting held 24 November 2023 tabled.  <b>Action:</b> Minutes accepted and endorsed by all members present.
1.6	Governing Board Chair Summary Report	Report tabled and noted.
1.7	Chief Executive Officer Summary Report	Report tabled and noted.  The CEO provided clarification on reported hospital standardised mortality ratios noting the outcome of the review will be reported to the Board Clinical Governance Committee.  The CEO elaborated on the following points raised for discussion: <ul style="list-style-type: none"> <li>• Executive Director Medical Services recruitment.</li> <li>• Organisational culture between Nursing and Medical staff.</li> <li>• The review in progress of the Quorn, Hawker and Leigh Creek single campus Executive Officer/ Director of Nursing trial model including staff and community/Health Advisory Council feedback.</li> <li>• Re-launch of the Teamgagge platform across the LHN.</li> <li>• State-wide People Matters survey scheduled for February 2024.</li> <li>• Update on Allied Health workforce.</li> <li>• Use of the Aboriginal flag protocol.</li> <li>• Sunrise electronic medical record (EMR) scheduled to go live at Whyalla Hospital on 5 February 2024.</li> <li>• \$8million government election promise (Port Augusta Hospital).</li> </ul> <p>The Board discussed the Reconciliation Action Plan (RAP), requesting the draft be provided two weeks prior to the March meeting.</p>
1.8	Actions arising from previous minutes	Action log tabled and noted by the board. Register updated with completed actions to be removed and archived.
1.9	Presentation to the Board	<u>Presentation: Meet and Greet FUNLHN Director of Midwifery &amp; Whyalla Birthing Services Project Plan</u>  CG and LE joined the Board meeting in person at 9am providing an overview of the newly established Director of Midwifery role and update on Whyalla Hospital birthing services.  CG provided a summary of progress against the external review recommendations, recruitment of midwives and consultation on a birthing operational plan for the LHN with

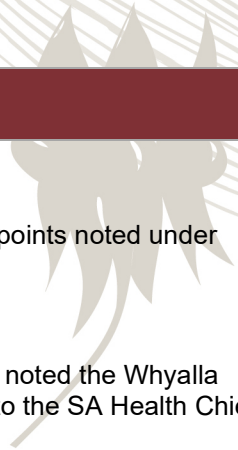


		<p>emphasis on the importance of establishing and maintaining a sustainable, collaborative and safe midwifery workforce.</p> <p>The Board noted the aim of a staged approach to recommencing birthing services, starting with low-risk inductions of labour and cesarean sections – pending successful recruitment.</p> <p>The Board noted consumer engagement undertaken regarding relocation of the Women’s and Children’s ward and birthing suite, plans to engage a broader ongoing consumer focus group and the need to ensure promotion via various media streams.</p> <p>Other key points noted included a reported 33.0FTE shortage of Midwives across South Australia and barriers to recruitment with interstate relocation incentives of up to \$50k.</p> <p><u>Presentation: Commission on Excellence and Innovation in Health (CEIH)</u></p> <p>KM, newly appointed Commissioner of the CEIH and Executive team members KB and TH joined the meeting in person at 12:50pm.</p> <p>The CEIH are developing their strategic direction ensuring alignment with Local Health Networks, state government and the Commonwealth.</p> <p>A robust discussion was held focusing on three main themes, workforce, service delivery, particularly equity of access and sustainability through utilising consumer and clinical partnerships and clinical analytics (data). Existing barriers and challenges within the system were discussed at length and how the CEIH can partner with FUNLHN into the future.</p>
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**2. Matters for Decision**

2.1	[2023-029] FUNLHN Risk Appetite Statement	Deferred.
2.2	[2024-02] Board Audit and Risk Committee Membership	<p>Brief tabled and discussed.</p> <p><b>Action:</b> Endorsed appointing SC to the Board Audit and Risk Committee for an initial term of three years.</p>
2.3	[2024-03] RSS Governance Committee Membership	<p>Brief tabled and discussed, including ratio of Board and CEO representatives from other Local Health Networks.</p> <p><b>Action:</b> Endorsed CP continue as the FUNLHN representative for a further three years.</p>
2.4	[2024-04] GP Agreement 2024-2028	<p>Brief tabled and discussed noting the now small number of GPs providing services within FUNLHN facilities.</p> <p>SC declared perceived conflict of interest sighting consultancy work with the Rural Support Service (RSS) on</p>

		<p>development of the GP Agreement. The Board discussed and agreed no action was required due to the nature of the work did not relate to execution of the Agreement. SC remained present. Decision recorded on 2024 conflict register.</p> <p><b>Action:</b> Endorsed the delegation of authority to the FUNLHN CEO to execute FUNLHN contracts under the GP Agreement 2024-2028.</p>
2.5	[2024-05] Commonwealth Single Employer Model	<p>Brief tabled and discussed noting endorsement is retrospective and the proposal to the Commonwealth has already been submitted by the RSS.</p> <p>Discussed availability of accredited GPs within FUNLHN for trainee supervision and potential opportunities to partner with neighboring LHNs.</p> <p><b>Action:</b> Endorsed the submission of the regional LHN Single Employer Model application to the Commonwealth Government, noting the potential cost impacts to SA Health.</p>
<b>3. Strategic Discussions</b>		
3.1	Strategic Plan Report	Deferred.
<b>4. FUNLHN Board Committee Reports</b>		
4.1	Consumer and Community Engagement Committee	<p>Summary report tabled and noted. Key points raised for noting or discussion included:</p> <ul style="list-style-type: none"> <li>The Committee is waiting for further information from Red Cross regarding the launch of the Community Passenger Network service in the FUNLHN region.</li> <li>Open disclosure key performance indicator results are not compliant with targets.</li> <li>Opportunities to support Health Advisory Council Presiding Members to advocate for changes to the Patient Assistance Transport Scheme</li> <li>Strategic direction for FUNLHN aged care service delivery into the future.</li> </ul>
4.2	Finance and Performance Committee	<p>Summary report tabled and noted. Key points raised for noting or discussion included:</p> <ul style="list-style-type: none"> <li>Royal Flying Doctor Service shared based funding contract expectations.</li> <li>Staffing shortages impacting Commonwealth Home Support Program (CHSP) activity achievement.</li> </ul>
4.3	Clinical Governance Committee	No meeting held – next summary report due for reporting in March 2024.
4.4	Audit and Risk Committee	No meeting held – next summary report due for reporting in March 2024.



**5. Matters for Information**

5.1	<p>Whyalla Hospital Birthing Service</p> <p>5.1.1 Review Recommendations Progress</p> <p>5.1.2 Whyalla Birthing Services Committee Minutes December 2023</p> <p>5.1.3 Whyalla Birthing Services Committee Terms of Reference</p>	<p>Report tabled and noted. Discussion points noted under agenda item 1.9.</p> <p>Minutes tabled and noted. The Board noted the Whyalla Birthing Services Committee reports to the SA Health Chief Executive’s Council.</p> <p>Terms of Reference tabled and noted.</p>
5.2	[2024-001] Accreditation Assessment Outcome (circulated out of session)	Brief circulated out of session for noting on 11 December 2023.
5.3	ACHS Accreditation Update	<p>Report tabled and noted.</p> <p>The CEO reported the LHN is awaiting confirmation of the date two assessors will return to review the outstanding actions and is feeling confident all actions will be addressed accordingly.</p>
5.4	FUNLHN Performance Report	<p>Report tabled and noted.</p> <p>Discussion held regarding the increase in emergency department (ED) presentations and potential correlation to ED key performance indicator targets not met, particularly seen on time and length of stay. Further information to be requested via the Board Clinical Governance Committee.</p>
5.5	Aged Care Summary Report	Report tabled and noted.
5.6	NDIS Summary Report	Report not due.
5.7	Work Health Safety Report	<p>Report tabled and noted.</p> <p>Discussion held regarding targets not met and Board responsibilities.</p>
5.8	SA Health Policies	Report tabled and noted.
5.9	Capital Expenditure Review (Asset Condition Report)	Report tabled and noted.
5.10	Draft MoAA between RSS and regional LHNs	<p>Brief tabled and noted.</p> <p><b>Action:</b> Feedback from Board members regarding the draft Memorandum of Administrative Agreement (MOAA) can be submitted via email to the CEO by 29 February 2024.</p>
5.11	New Aged Care Act Bill Consultation	Brief tabled and noted.

		Discussion held regarding proposed legislative changes and potential impacts to FUNLHN.
<b>6. Correspondence for Noting</b>		
6.1	Correspondence Circulated	Correspondence noted, circulated out of session between 27 November 2023 and 18 January 2024.
6.2	Rural Support Service Governance Committee Meeting Summary/Minutes (November 2023)	Minutes tabled and noted.
<b>7. Meeting Finalisation</b>		
7.1	New Business	Nil.
7.2	Meeting Schedule	Next meeting – Friday 22 March 2024, Port Augusta Hospital
7.3	Meeting Evaluation and Self-Assessment Process	Nil discussion.
7.4	Meeting Close	Meeting closed at 1:50pm  Informal presentation of the Whyalla Hospital Emergency Department and High Dependency Unit redevelopment plans provided by Trevor Byles, Director Corporate Services and Lyndell Eckert, A/Executive Director Nursing and Midwifery on conclusion of meeting.

**Signed:**



**Mark Whitfield**  
**Flinders and Upper North Governing Board Chair**  
**Dated: 22 March 2024**