

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: 28 July 2023

Time: 09:00 am to 13:49

Location: Roxby Downs Health Service

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	VC	(RW) Dr Rohan Ward, Governing Board Member	P
(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
(LT) Lisa Taylor, Director Governance and Performance / Minute Taker	P
(JC) Janine Connell, Executive Director of Nursing Roxby Downs	P

1. Meeting Opening

1.1	Official Acknowledgement of Country	Meeting opened at 09:03 with the Chair providing Acknowledgement of Country, Chair welcomed all present
1.2	Present and Apologies	Nil apologies for scheduled meeting
1.3	In Camera Board Discussion	Nil requests received for in-camera discussion
1.4	Declarations of Interest & Potential Conflicts	<p>Conflict of Interest Disclosure Register tabled, Chair requested any declarations required with tabled agenda items.</p> <p>Amendment required for SC to employment under private consulting and RW addition to current employment</p> <p>New board members Ros McRae and Craig Fullerton to be added to conflict register as per approved declarations</p>

		<p>Removal of outgoing board members John Lynch and Karyn Reid</p> <p>Action: Register to be updated as tabled</p>
1.5	Confirmation of Previous Minutes	<p>Minutes from Board meeting 26 May 2023 tabled.</p> <p>Action: Minutes accepted and endorsed by all members present</p>
1.6	Governing Board Chair Summary Report	<p>Summary report tabled and noted for information.</p> <p>Discussed cessation of Rex airlines and any resolution with Whyalla City Council. Raised the concern of workforce impacts and suggestion of charter flights. CP advised there was some working around this across government and will bring back any information as it becomes available, however is a costly process.</p>
1.7	Chief Executive Officer Summary Report	<p>Report tabled and noted for information by the board. Discussed birthing review and the report from the sanctioned external audit. CP updated where this was at and advised report would be provided to the board once available.</p> <p>Discussed boards desire to maintain communication to consumers around services with confident planning in place. Discussed risk to the LHN and options. Board requesting this topic is on the Ministers agenda on all occasions. Discussed communication to staff around challenging times from the board chair.</p> <p>CP provided further detail on the multicampus proposal at Quorn and Hawker, discussed having regular conversations with the Health Advisory Councils Presiding Members. CP noted current workforce being monitored and will provide feedback to the board as these progress.</p> <p>CP provided an update on the unregistered doctor situation in Port Augusta Emergency Department (ED). Noted preliminary report has been provided to the Chief Executive SA Health. Discussed risks in procedural breakdowns with improvements made in these areas already. Discussed processes being reviewed once report is formally received.</p> <p>CP provided further update to the tabled report around the Pharmacy services to the LHN and the undertaking of the procurement process being sound. Discussed no disruption to staffing and new contract maintaining current staff from outgoing contract.</p> <p>SC discussed monitoring of intermediate care due to workforce in this area and to monitor risk associated with this going to Activity Based Funding.</p> <p>Action: MW to provide a bulletin to staff and consumers around the maternity model and promote through PHN's for community.</p> <p>Action: Provide external report to the board when available on the Port Augusta ED unregistered Doctor.</p>
1.8	Actions arising from previous minutes	<p>Action log updated / completed actions removed and archived.</p>



		<p>Action 2023-034 Discussion held in relation to implementing incentives and scholarships across all work streams in the LHN. Discussed implications faced by unfunded approach with board endorsing approach due to the critical workforce shortages and acknowledging a growing our own methodology..</p> <p>Action: Action log to be updated, completed actions to be removed and archived.</p>
1.9	Presentation to the Board	<p>RW presented to the board around digital technology. Background provided around what it is, where is it, how it is delivered, intelligence and integration. Discussion held around where digital technology was available, ranging from hospitals, community, longitudinal and back office. RW provided an overview on technology providers including those that the LHN currently utilises. Discussed what we can improve moving forward with digital technology.</p> <p>RW provided an overview of how decisions are made in relation to digital technology and the unique characteristics that require unique solutions. RW provided detail on technology from yesterday, today and tomorrow which was inclusive of Artificial Intelligence.</p> <p>JC provided a presentation to the board highlighting achievements since the last visit to the health unit. Presentation included the recent Roxby Downs Service plan and suggested improvements to the health unit. Improvements included redesigning some areas of the hospital as a priority to meet the needs of the community.</p>
2. Matters for Decision		
2.1	[2023-012] Board CCE Terms of Reference	Brief tabled and endorsed by circular resolution 30 June 2023
2.2	[2023-013] FUNLHN Annual Compliance Certificate	Brief tabled and endorsed by all present. Discussed the Rights of Private practice with a review to occur. Risk to be reported through Audit and Risk Committee of the board with work being carried out to be reported to the board next meeting.
2.3	[2023-014] FUNLHN Integrated Governance Framework	<p>Brief tabled and endorsed by all present. Discussed equity within framework and request to review at the Strategic planning day in October</p> <p>Action: Add to strategic planning day agenda for further review</p>
2.4	[2023-015] Board CCE Committee Chairperson	Report tabled and endorsed. MW tabled appointment of an independent Chair to the committee and nominated outgoing board member Karyn Reid. All present endorsed recommendation.
2.5	[2023-016] FUNLHN Acknowledgement of Country	Brief tabled and endorsed by all present
2.6	[2023-017] Board Clinical Governance Terms of Reference	Brief tabled and endorsed by all present

2.7	[2023-018] Board Evaluation Documents	Brief tabled and endorsed by all present. Discussed deferring individual reviews to an external party to review.
2.8	[2023-019] FUNLHN Service Agreement	<p>Brief tabled and endorsed by all present. Discussed inclusion to note community health, forensic services within the agreement for funding.</p> <p>Action: Note to be provided to include funding for community health and forensic services.</p> <p>Action: CP to follow up ACAT and HPA indication of no identified funding.</p>
2.9	[2023-020] FUNLHN Pharmacy Services	Brief tabled and noted by all present
2.10	[2023-021] FUNLHN Internal Audit Charter and Plan	<p>Brief tabled and endorsed by all present. Discussed Internal Audit plan referencing service delivery and accuracy of report being low risk.</p> <p>Action: CP to follow up accuracy of service delivery</p>
3. Strategic Discussions		
3.1	Strategic Plan	<p>Report tabled and noted. Discussed further refinement of the tabled report to include clear evidence of KPI's set refining success measures against the strategic plan. Board would like more analysis demonstrating goals providing the line of sight.</p> <p>Discussed external support to achieve innovation and sustainability</p>
3.2	Board Strategic Planning Session	Discussed strategic planning day in Wallaroo October 5, Board members present confirmed attendance. GM provided apology due to conflict with other commitments.
4. FUNLHN Board Committee Reports		
4.1	Consumer and Community Engagement Committee	Summary report tabled and noted by the board. MW congratulated the implementation of personified care.
4.2	Finance and Performance Committee	Summary report tabled and noted by the board
4.3	Clinical Governance Committee	Summary report tabled and noted by the board. Discussed credentialing provisions by the Rural Support Service. Discussed the reduction in TPPP program and impact for educators.
4.4	Audit and Risk Committee	Report not due.
5. Matters for Information		
5.1	FUNLHN Performance Report	Report tabled and noted for information

5.2	Aged Care Summary Report	Report tabled and noted for information
5.3	NDIS Summary Report	Summary provided within CEO Summary report
5.4	Third Party Contracts	Discussed third party contracts in detail. CP provided update in relation to correspondence with RFDS Chief Executive and communications with both state and commonwealth funding agencies to obtain clarity. Discussed remote area clinics. Awaiting responses from current communication.
5.5	SA Health Policies	Report tabled and noted for information
5.6	Agenda items for next meeting	Summary tabled and noted for information
5.7	Commission on Excellence and Innovation in Health	Report tabled and noted for information
5.8	Amendments to Boundaries and Realignment of Catchment areas	Report tabled and noted for information
5.9	RSS Governance Committee – Uplifting Governance	Report tabled and noted for information
5.10	GP Agreement	Report tabled and noted for information
6. Correspondence for Noting		
6.1	Correspondence Circulated	Correspondence circulated out of session for months of May, June, July. Nil to raise
7. Meeting Finalisation		
7.1	New Business	GM raised appointment of a Board member to Board Clinical Governance Committee nominating RW, all present endorsed appointment with RW accepting
7.1.1	Board member for Consumer and Community Engagement Committee	Chair requested nominations for board member to sit on the Consumer and Community Engagement Committee, no nominations received in session, will take out of session for nominations. Action: Nominations to be sought out of session for Board Consumer and Community Engagement Committee
7.2	Meeting Schedule	Nil concerns to raise
7.3	Meeting Evaluation	MW invited all in attendance to provide feedback
7.4	Next Meeting	Friday 22 September Hawker Health Service



		Invited Guest: Bridgette Rau, Chief Finance Officer – Teams Apologies to: Lisa Taylor lisa.taylor@sa.gov.au
7.5	Meeting Close	Meeting closed at 13:49

Signed:

Mark Whitfield
Flinders and Upper North Governing Board Chair

DATE: 22 September 2023