

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 22 September 2023 **Time:** 09:00 to 13:29

Location: Hawker Health Service

Membership (P – Present, A – Apology)

(MW) Mark Whitfield, Governing Board Chair	P	(KW) Kate Warren, Governing Board Member	Teams
(SG) Suzy Graham, Governing Board Member	P	(RW) Dr Rohan Ward, Governing Board Member	P
(SC) Shamus Cogan, Governing Board Member	Teams	(RM) Ros McRae, Governing Board Member	P
(GM) Geri Malone, Governing Board Member	P	(CF) Craig Fullerton, Governing Board Member	Teams

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
(BR) Bridgette Rau, Chief Finance Officer	P

1. Meeting Opening

1.1	Official Acknowledgement of Country	Meeting opened at 09:01 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	In-camera discussion held from 09:02 to 09:17, Chief Executive Officer (CEO) and Director of Governance and Performance not present for discussion.
1.4	Declarations of Interest & Potential Conflicts	Conflict of Interest Disclosure Register tabled, Chair requested any declarations required with tabled agenda items. Amendments required for Mark Whitfield, Ros McRae, Shamus Cogan and Rohan Ward.

		Action: Register to be updated as tabled with amendments.
1.5	Confirmation of Previous Minutes	Minutes from Board meeting 28 July 2023 tabled. Action: Minutes accepted and endorsed by all members present
1.6	Governing Board Chair Summary Report	Chair provided verbal update in session. Discussed recent meeting with Minister and FUNLHN CEO. Board Chair noted to provide a report for future meetings.
1.7	Chief Executive Officer Summary Report	Report tabled and noted for information by the board. CEO provided an update in relation to the Port Augusta Hospital lease. CEO provided further information regarding Injury reporting Hotline and current processes in place for reporting. CEO provided an overview of the project officer role for Sexual and Domestic Family Violence. Discussion held regarding the Single Employer Model (SEM), rLHN's are working in conjunction with Rural Support Service (RSS) to develop a proposal and present a brief to the minister which will outline associated cost pressures of implementing this model. Discussion held regarding external review of Caesarean Sections, with the board advised staff will be engaged in this review and process. Report will be provided to the board when complete and available. CEO updated the board on the current MoA with SALHN and CALHN for Allied health and nursing, discussed rotations of pediatrician's from WCHN. CEO provided an update regarding current status of Royal Flying Doctor Service (RFDS) funding arrangement. Discussed the recent implementation of FUNLHN Medical Advisory Council with first meeting held with good attendance. Discussed upgrades to Flinders Terrace, CEO advised of staged approach occurring which should be complete in approximately 12 month's time. Staff have been advised of the approach and expected outcomes. Action: Board requested more information of progress at next meeting in the Aboriginal Health portfolio including around Reconciliation Action Plan.
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	BR FUNLHN Chief Finance Officer provided a presentation to the board on the Commissioning and Funding approach which included the National Efficient Price and weight adjustments, amendment to activity baseline cap, Government Commitments and New Infrastructure, Demand Management along with other commissioning adjustments.



		<p>BR provided in depth overview of FUNLHN specific ABF commissioning adjustments and NEP relativity percentages of the past four years for the casemix sites.</p> <p>An overview was provided on FUNLHN Conversion of Intermediate Care to ABF. BR identified three priorities that FUNLHN submitted as additional commissioning and the unsuccessful outcome of these submissions. BR described the cost pressure associated with the implementation of the EMR project in the current financial year.</p> <p>BR provided an overview of the Budget allocation for the 2023/24 financial year including an explanation around budget variations. BR provided an overview of the budget load principles and the activity used to drive this.</p> <p>The Governing Board thanked BR for her informative presentation.</p>
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2. Matters for Decision

2.1	2023-022 FUNLHN 2022/23 Annual report with Audited Financial Statement.	Brief tabled and endorsed by all present. Independent Auditors Report received 20 September 2023 and provided to board out of session for inclusion in final draft of annual report. FUNLHN Board noted receipt of report for endorsement and inclusion with Annual Report and submission to Minister Picton.
2.2	2023-023 FUNLHN Bi-Annual Risk Declaration January to June 2023	Brief tabled and endorsed by circular resolution 28 August 2023.
2.3	2023-024 RSS Process for appointing RSS Governance Committee	Discussion held regarding papers tabled. FUNLHN Board noted brief by all present as received.
2.4	2023-025 FUNLHN Board Biography Poster	Brief tabled and endorsed by circular resolution 13 September 2023.
2.5	2023-026 FUNLHN SACCESS Report	<p>Brief tabled for noting. Discussed analysis behind decline in reporting during covid pandemic and how the report results are collected and collated. Discussed where FUNLHN are sitting in relation to all rLHN's. Discussed internal processes to become more responsive for qualitative data and consumer satisfaction service. Discussed involvement of community in development of own.</p> <p>Action: Independent Chair of Consumer and Community Engagement Committee to monitor progress and inform the board accordingly through reporting mechanisms in place.</p>

3. Strategic Discussions

3.1	Strategic Plan	LT provided an update to the Board regarding development of report per pillar. Report to be tabled November meeting.
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4. FUNLHN Board Committee Reports

4.1	Consumer and Community Engagement Committee	Summary report tabled and noted by the board.
4.2	Finance and Performance Committee	Summary report tabled and noted by the board. SC raised ToR discussed in session to add member to committee to allow the committee to have a stronger focus on the performance reporting. SC noted the Intermediate Care funding conversion to Activity Based Funding for Community Health being monitored.
4.3	Clinical Governance Committee	Summary report tabled and noted by the board. Discussed gaps in NDIS service for the LHN. Noted Patient Assisted Transport Scheme a concern and availability of reimbursements to consumers, FUNLHN HAC are pursuing this further. Discussed Nurse practitioner in Whyalla and the Graduate Nurse Program.
4.4	Audit and Risk Committee	Summary report tabled and noted by the board. Noted the risk for birthing services upgraded to extreme.
5. Matters for Information		
5.1	FUNLHN Performance Report	Report tabled and noted for information. Discussed Emergency LOS and resolutions around this. Discussed in detail NWAH and impact it could have on the LHN if activity doesn't increase. CEO discussed activity on a whole is reduced and that the activity workgroup is working through this. Discussed concerns of uncoded episodes and coder shortage for FUNLHN currently. Discussed mandatory requirements for Medicare details. Action: Activity to be monitored with report brought back to the Board.
5.2	Aged Care Summary Report	Report tabled and noted for information. Discussed reduced aged care beds in Whyalla. Discussion around Aged Care reform with CEO updating specific position being recruited to in FUNLHN to then review and prepare for business planning.
5.3	NDIS Summary Report	Summary report tabled and noted by the board
5.4	WHS Report	Report tabled and noted for information. Discussed Mandatory training for managers and suggested improvement in this area.
5.5	SA Health Policies	Report tabled and noted for information
5.6	Budget Review	BR provided an update in presentation to the board on the budget for FUNLHN. Discussed Commissioning process of National Efficient Price (NEP).
5.7	Capital Expenditure Review	Update provided to defer to November meeting.

5.8	NSQHS Quality Improvement Plan	Report tabled and noted for Information. Report provided to the board on an annual basis as requested. Discussed short notice assessment on the horizon.
5.9	Health Advisory Conference	Update provided regarding the Health Advisory Conference to be held in Mount Gambier 11 October 2023.
5.10	Agenda items for next meeting	Summary tabled and noted for information
5.11	RSS Stakeholder Forum Summary Report	Report tabled and noted for information.
5.12	Troubling Ambiguity – Integrity Trade-off Governance in SA Health Troubling Ambiguity Governance	Discussed report in detail with previous recommendations addressed. CEO provided an update that this has been added to the recommendations register for better oversight and reporting. Rights of Private Practice discussed with the CEO raising there are policies being developed around this for better vision. Discussed procurement and timesheets risks and impact to tighten processes. CEO noted RSS will be monitoring this progress and reporting. Discussed changing of rules to be reported to the Minister. Impacts to the LHN of the report discussed.
6. Correspondence for Noting		
6.1	Correspondence Circulated	Correspondence circulated out of session for months of July, August & September, Nil to raise
7. Meeting Finalisation		
7.1	New Business	Whyalla Birthing Review. CEO provided an update to the board around the external review. Discussed the findings and recommendations of the review which will be publicly released in the coming week. Indicated 8 recommendations, which will be actioned following release of the report.
7.1	Meeting Schedule 2024	LT provided update that the meeting schedule will be discussed at the Strategic Planning Day 5 October 2023.
7.2	Meeting Evaluation	Annual meeting evaluation survey provided to board out of session for submission in preparation for discussion at Strategic Planning Day scheduled for 5 October 2023.
7.3	Next Meeting	Friday 24 November 2023 with Annual Public meeting scheduled for 23 November 2023 in Quorn.
7.4	Meeting Close	Meeting closed at 13:29



Signed:

A handwritten signature in blue ink, appearing to read "M. Whitfield".

Mark Whitfield
Flinders and Upper North Governing Board Chair

Date: 24 November 2023

