

## **Minutes for YNLHN Governing Board Meeting**

03/03/2021 | 10:45 AM

Port Pirie GP Plus

### **Attendees (8)**

John Voumard; Julianne Badenoch; Glenise Coulthard; Liz Malcolm; Roger Kirchner; Vincent Bellifemini; John O'Connor. Leeanne Stringer (Executive Support)

### **1. Welcome, Acknowledgement of Country and Apologies**

Nil apologies.

An In Camera session with all Board members present was held prior to the meeting.

The meeting formally opened at 11.20 am.

### **2. Conflict of Interest Declaration**

John O'Connor advised he is continuing to undertake work in DHW, but this has no impact upon any agenda items or his role as a Board member.

### **3. Minutes of previous meeting: 03.02.2021**

The minutes of the meeting held on 3 February 2021 were accepted by consensus.

### **4. Action List: 03.02.2021**

The Action List will be updated and distributed as an attachment to the minutes.

### **5. Matters for Noting**

#### **5.1 YNLHN Capability Assessment**

The response from YNLHN was discussed, with R. Kirchner describing the process and advising that Executive will continue to undertake this assessment on a 6 monthly basis.

The response was noted.

## 5.2 Rural Support Service (RSS) Governance Committee Terms of Reference

Discussion occurred about the draft Terms of Reference as provided by the RSS and included in the meeting pack.

It was clarified that an external review of the RSS has previously been undertaken, and that J. Voumard is the representative for YNLHN on the RSS Governance Committee.

G. Coulthard raised concerns regarding how the committee will 'properly' consider Aboriginal people.

J. O'Connor raised a question about the quorum described, which was discussed.

## 5.3 Partnering With Consumers Newsletter - December 2020

J. Badenoch advised that she found the newsletter useful. It was clarified that the Newsletter is uploaded to the YNLHN Website.

## 5.4 YNLHN Aboriginal Profile

A YNLHN specific profile has been developed and has been disseminated to all YNLHN staff and HACs.

## **Standard Agenda Items**

### 6.1 Aged Care Services Board Committee Meeting Summary / Minutes 16.02.2021

L. Malcolm provided an overview of work being undertaken in relation to clarification of service provider status.

G. Coulthard questioned how the committee is considering Aged Care and Disability Services for Aboriginal people. L. Malcolm advised that the Director Aboriginal Health has attended the meetings. Work is underway to progress integration, with Aboriginal governance being discussed at the YNLHN Executive Committee.

The meeting summary and minutes from the meeting held on 16.02.2021 were noted.

### 6.2 Clinical Governance Board Committee Meeting Summary / Minutes 18.02.2021

J. Badenoch discussed the key issues the Committee is progressing, with discussion occurring.

Recruitment and Retention of Nursing and Allied Health staff continues to be a challenge, with several EO/DON and DON positions currently vacant. Discussion occurred about the vacancies and strategies in place to ensure ongoing management at the affected sites.

The provision of verbal updates by Executive members at each meeting is proving to be beneficial.

The meeting summary and minutes from the meeting held on 18.02.2021 were noted.

### 6.3 Consumer and Community Engagement Board Committee Meeting Summary 17.02.2021

G. Coulthard provided a verbal update in the absence of the minutes being available, highlighting that equity regarding Sitting Fees is an issue. The meeting summary and minutes will be provided at the next meeting.

### 6.4 Finance and Performance Board Committee and Meeting Summary/Minutes 25.02.2021

J. O'Connor noted the key areas as described in the meeting summary.

Concerns were raised about the proposed changes to the DPTI maintenance arrangements and the considerable financial impact that will be experienced in YNLHN if these progress.

The meeting summary and minutes from the meeting held on 25.02.2021 were noted.

### 6.5 Financial Reports - January 2021

V. Bellifemini provided a comprehensive overview of the reports, current financial position and the issues contributing to this.

The projected End of Year position was noted and has remained consistent over the past several months.

Revised reports are to be implemented next month, with work to occur between all rLHN's and the RSS.

In depth review is underway in relation to the management of Debtors.

Considerable discussion occurred about the reports and identified financial issues contributing to the current position.

### 6.6 YNLHN Performance Report - January 2021

The report was discussed and improvement strategies confirmed by R. Kirchner.

The report was noted.

### 6.7 CEO Report - January 2021

R. Kirchner provided an overview of the key issues, and considerable discussion followed.

An update was provided about the YNLHN COVID-19 vaccination program, which will commence next week. Considerable discussion occurred about the program, involvement of GP's and pharmacies and management of staff who are not able to be vaccinated or choose not to be vaccinated.

R. Kirchner advised that discussions are occurring with the Ardrossan Community Hospital in relation to GP staffing support.

Work is underway in relation to the expansion of surgical services in Port Pirie.

### 6.8 Health Advisory Councils

#### 6.8.1 HAC Minutes

6.8.1.1: Balaklava Riverton - 30.12.2020.

6.8.1.2 Port Broughton - 03022021 (Draft).

6.8.1.3 Mid North - 01.02.2021 (Draft).

6.8.1.4 Northern Yorke Peninsula - 18.02.2021 (Draft).

6.8.1.5 Southern Flinders - 25.02.2021 (Draft).

All minutes, and draft minutes as provided were noted.

Discussion occurred about the need to adopt a strategic and coordinated approach to significant improvements, particularly in Aged Care.

It was noted that the Centenary of the Balaklava Hospital is on 22nd March 2022. Further information has been requested about this event.

## 6.9 Chair's verbal update

J. Voumard provided an update about current issues and news, including the DHW Future of Aged Care Services Workshops; recent Board Chairs meeting with the CE SA Health and his role as member of the RSS Governance Committee.

## 7. Correspondence to the Board

### 7.1 Uni Hub Spencer Gulf

The correspondence was noted.

The Board indicated in principle support for the establishment of the Simulation Lab.

## 8. 12.30pm - 1.00pm: LUNCH

## 9. Standing Committee Terms Of Reference: For approval

### 9.1 Aged Care and Disability Services Board Committee

Deferred.

### 9.2 YNLHN Finance and Performance Board Committee

**MOVED:** That the Terms of Reference for the YNLHN Finance and Performance Board Committee be approved. **APPROVED.**

### 9.3 YNLHN Strategic Medical Advisory Committee

Minor changes requested.

**MOVED:** That the YNLHN Strategic Medical Advisory Committee Terms of Reference be approved with the proposed changes. **APPROVED.**

## **10. Matters for Decision**

10.1 YNLHN Consumer and Community Engagement Strategy - for approval

**MOVED:** That the YNLHN Consumer and Community Engagement Strategy be approved. **APPROVED.**

10.2 YNLHN Governance and Accountability Framework (DRAFT)

The Draft was noted. The document will be reviewed as part of the Quality Framework review.

10.3 Governing Board Review

Discussion occurred about the proposal provided to undertake a review of the Board, conducted by an independent body. The proposal was accepted, subject to a preliminary meeting being held with the CEO and the Board Chair prior to sign off.

10.4 CEO Performance Review

It was agreed that quotes be sought for an external review to be undertaken of CEO Performance.

## **11. Presentations / Visitors**

11.1 2020 Annual Report: Port Pirie Blood Lead Levels

Dr. David Simon and Dr. Carolyn Lewis (via video conference) and Melissa Koch joined the meeting at 2.00 pm to discuss the recently released report into the Lead levels of Port Pirie children.

Dr. Simon provided a presentation to explain and clarify the results.

It was noted that these are not the highest results seen to date.

Considerable discussion occurred about the report, risks associated with high lead levels and the Targeted Lead Abatement Program (TLAP).

11.2 YNLHN Medical Services. Dr. Viney Joshi, Executive Director Medical Services, YNLHN.

Dr. Viney Joshi, accompanied by Dr Anil Gopal and Donna Brown, provided information about the current status of the YNLHN Salaried Medical Model and Rural Generalist positions based in Port Pirie.

Dr. Joshi also provided information about alternative and proposed models.

Improvements have been noted in relation to the Wallaroo Medical Model, particularly rostering.

Dr. Joshi will provide a copy of his presentation for distribution to Board members.

Dr. Joshi will provide a formal business case to the Board for consideration.

## **12. Other Business**

### **12.1 Mid North HAC Land Acquisition**

A meeting was recently held at Peterborough with J. Voumard members of the Mid North HAC, following a request from the HAC for another discussion about this issue. R. Kirchner attended via videoconference, L. Malcolm attended via teleconference.

L. Malcolm advised that additional information provided was useful. It was agreed at the meeting that an updated proposal be requested from the Presiding Member, Mid North HAC, with the Board requesting confirmation from the Mid North HAC of the actual purchase price of the land at Peterborough.

The Board agreed to defer the item until the additional information has been provided as requested; community consultation has occurred in relation to the expenditure and the updated briefing provided.

### **12.2 Consumer Stories**

Discussion occurred about how consumer stories be provided to the Board. It was agreed that this be a key consideration for the Consumer and Community Engagement Officer when the role is recruited to on a permanent basis. This feedback is to be provided to the Executive Director Community and Allied Health Services.

### **12.3 YNLHN Strategic Asset Management**

The briefing provided by the Director Corporate Services was noted.

It was noted that ongoing costs have not been included. Feedback to be provided to the Director Corporate Services.

### **12.4 SAH Performance Framework KPIs - January 2021**

Noted.

### **12.5 YNLHN Training Planning**

Reporting to the Board half day workshop to be arranged.

### **12.6 YNLHN Workplace Culture**

Discussion occurred about how the \$250,000 grant would be spent.

Roger Kirchner to provide feedback to the Executive Committee.

### 12.7 Response to DHW Cultural Harmony Pathways Report

M. Davis provided an update via email, as follows:

Julienne TePohe (Deputy CE) gave an update on the Cultural Evolution Pathway on Thursday at the SA Health Workforce Directors meeting:

- External consultants have finished their focus groups on the SA Health Culture.
- There is a group convened by DHW that will meet regularly to progress this work over the next few weeks. DHW will produce a 'Cultural Narrative' and a Resource Pack for the individual LHNs to then continue the work of developing culture in their own LHNs.
- M. Davis reiterated again to J. TePohe the need to ensure that the resources and pathway need to recognise the significant involvement that our GP and FFS workforce have on the culture of regional LHNs and need to be conducive to involving them in this process – J. TePohe confirmed this was noted.
- M. Davis advised that LHN's will need to review the resource pack and cultural narrative when it is released and consider how it can be adopted/adapted to do what we need to do with our whole workforce (including GPs and FFS Medical officers).

The information was noted.

### 12.8 YNLHN Risk Register

The Risk Register and summary report was noted.

### 12.9 YNLHN Clinician Engagement Strategy

M. Eades to provide a final draft for consideration by the Board.

The launch proposed for 7 April 2021 has been deferred.

### 12.10 YNLHN Clinical Governance Framework

J. Badenoch provided information about the draft framework.

It was requested that names of individuals be removed from the document, with reference to positions only.

The draft framework was noted and will be progressed through the established governance process.

## **13. 3.00pm - 4.00pm: Meeting with ACHS Surveyors**

The meeting was suspended for 1 hour while the Accreditation session with the ACHS Surveyors was held.

#### **14. 4.00pm: Meeting recommencement**

The meeting reconvened at 4.10 pm.

#### **15. Meeting Evaluation**

Nil.

#### **16. In Camera**

A further In Camera session was held from 5.30 pm - 6.30 pm with all Board members present. The Board requested the presence of the CEO and Executive Support Officer.

#### **17. Next meeting**

17.1 The next meeting will be held on 7 April 2021 at the Southern Yorke Peninsula Health Service (Yorke town). On this day, the new Procedure Treatment Room will be officially opened by the Minister for Health and Wellbeing, and the YNLHN Consumer Community Engagement Strategy will be formally released.

The meeting closed at 6.30pm.