

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

04/11/2020 At 10.30am.

Riverton and District Soldiers Memorial Hospital Meeting Room

### **Attendees (6)**

John Voumard; Julianne Badenoch; Liz Malcolm; John O'Connor.

Roger Kirchner; Leeanne Stringer (Executive Support).

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

The meeting commenced at 10.35am

The Chair, John Voumard, Acknowledged the Traditional Owners of the Land and welcomed those present.

Glenise Coulthard and Vincent Bellifemini were noted as apologies.

### **2. Conflict Of Interest Declaration**

Nil conflicts declared.

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

The minutes of the meeting held on 7 October 2020 were accepted by consensus as a true and correct record, with John O'Connor noted as attending as an Observer.

### **4. Action List**

The action list was reviewed.

## 5. Presentations / Visitors

5.1 YNLHN Strategic Plan: Pam Zervas. Zed Consulting: In attendance: Penny Lynn (Zed Consulting) and Melissa Koch (Executive Director Community and Allied Health Services YNLHN). A workshop was undertaken to discuss the draft Strategic Plan.

The Vision, Purpose, values and strategic goals were discussed and revised.

An updated version will be sent to all Board Members for review.

5.2 SA Health Cultural Evolution Pathway - Michael Davis (Director People and Culture YNLHN)

M. Davis provided an overview of the Pathway and the key areas identified within.

Considerable discussion occurred about the role of SA Health and LHN's in this process.

5.3 Risk Console Reporting - Paul Fahey (Corporate Services Manager YNLHN): a range of reports were provided along with a list of reports available from Risk Console.

P. Fahey also provided an update about capital works being undertaken in YNLHN.

***ACTION: Arrange an Out Of Session meeting of the Audit and Risk Board Committee to determine the reporting requirements for YNLHN and the Board (Assignee(s): Leeanne Stringer; Due Date: 27/11/2020)***

## 6. Standard Agenda Items

6.1 Aged Care Services Board Committee meeting summary: Noted.

6.1.1 Aged Care Services Quality Report October 2020: Noted.

6.1.2 Aged Care Future Directions Workshop Outcomes Report. Noted.

L. Malcolm provided a verbal update about the work the Aged Care Services Board Committee is currently progressing.

Terms of Reference will be reviewed at the next meeting of ACS Board Committee.

6.2 Audit and Risk Board Committee meeting summary: Noted and discussed. Risk Console reports is a priority with a meeting being arranged in the coming weeks to review these and determine YNLHN Tier 1 committee requirements.

**MOVED:** That J. O'Connor be appointed to the YNLHN Audit and Risk Board Committee; J. Badenoch.

**SECONDED:** L. Malcolm.

**ENDORSED.**

6.3 Clinical Governance Board Committee meeting summary: Noted and key issues discussed.

It was noted that the minutes of the Operational Clinical Governance Committee are not being submitted to the Tier 1 Committee, with this having been raised with the Chair.

Discussion occurred about medical malpractice claims, with trend graphs requested and that this be submitted to the next meeting of the Audit and Risk Board Committee. It was requested that this be done for complaints as well.

J. Badenoch provided an update about the status of the YNLHN Clinician Engagement Strategy.

6.3.1 Clinical Governance Safety and Quality Report October 2020: Noted.

6.4 Consumer and Community Engagement Board Committee meeting summary: Noted.

6.4.1 Consumer and Community Engagement Strategy: Proposed messages. It was agreed that the Plan only contain messages from the CEO and the Board Chair and Chair of the YNLHN Consumer and Community Engagement Committee. It was requested that the photo of the old Aboriginal Health Bus be replaced with one of the new YNLHN images.

6.5 Finance and Performance Board Committee meeting summary: Noted.

J. O'Connor advised that further work is being undertaken in relation to the reports provided to the committee.

6.6 Financial Reports - September 2020: Discussed and noted.

6.7 Performance Report - September 2020

Discussed and noted. It was requested that brief narratives be provided where KPI's are not being met. Tiers to be flagged and major variances to be explained, particularly for Tier 1 indicators.

6.8 CEO report-October 2020

Discussed and noted.

***ACTION: Check review dates for all Board Committee Terms of Reference (Assignee(s): Leeanne Stringer; Due Date: 20/11/2020)***

## **7. Chair's Update - verbal**

7.1 The Chair provided a verbal update about current issues, including;

- J. Voumard., J. O'Connor and L. Malcolm undertook a site visit to, Peterborough Soldiers' Memorial Hospital, following the last Board meeting
- LHN Chairs are meeting with the CE SA Health tomorrow
- RSS Governance and funding
- Attendance at Cultural Awareness training in FUNLHN

## 8. YNLHN Health Advisory Councils

8.1 The scheduled meeting with the Presiding Members and CEO was cancelled due to the number of apologies received from the HAC Presiding Members.

Members agreed that it was important to attend the HAC AGM's with the calendar being distributed.

## 9. Matters for Decision

9.1 Aged Care Services 1year plan. Discussed. Further work to be undertaken.

9.2 Development of SA Health Aged Care Strategy - Development of Guiding Principles: Feedback has been provided by relevant YNLHN Executive staff and will be forwarded to SA Health.

9.3 SA Health Innovation Grant 2020-2021

Discussion occurred about the appropriate expenditure of the grant. It was agreed that this be refereed back to YNLHN Executive.

9.4 2021 Board Meeting Dates.

It was agreed that meetings continue to be held on the 1st Wednesday monthly, with the first meeting to be held in Yorketown in February 2020.

9.5 Board Committees - 2021 Meetings

9.6 Consumer Sitting Fees.

Considerable discussion occurred about the proposal.

**MOVED:** YNLHN Board declines to accept the recommendation that sitting fees be paid to consumers and other volunteers participating in Tier 2 to 4 committees operating in YNLHN.

**ENDORSED.**

The Board notes that travel reimbursements and other out of pocket expenses be paid in accordance with the SA Health Policy Directive "Sitting Fees" etc

Sitting fee remuneration will only be paid to non - Board members appointed to Tier 1 Committees in YLNHN as per the Ministers determination.

The Board noted that it wished to maintain consistent treatment with Health Advisory Council members who have provided many years, and continue to provide voluntary services to YNLHN.

***ACTION: Discuss the Aged Care Services 1 year plan with L. Malcolm (Assignee(s): R. Kirchner; Due Date: 27/11/2020)***

***ACTION: Submit YNLHN response about development of an SA Health Aged Care Strategy to SA Health (Assignee(s): R. Kirchner; Due Date: 06/11/2020)***

***ACTION: Discuss Innovation Grant with YNLHN Executive (Assignee(s): R. Kirchner; Due Date: 27/11/2020)***

***ACTION: Invite the Minister to attend the Board meeting in February in Yorketown (Assignee(s): R. Kirchner; Due Date: None)***

## **10. Other Business**

### 10.1 Board Planner

Discussed. Executive members have been asked to provide information about items the Board should be involved in. To be sent to Board Members for review.

## **11. Matters for Noting**

11.1 Accreditation - Medical Administration Registrar: Noted.

11.2 Community of Practice, Stroke and Renal: Noted.

11.3 Risk Reports: Noted

11.4 Circular Resolution 007: IAHP Funding: Noted that this was approved Out of Session.

11.5 Consumer and Community Engagement Strategy: Consultation Resources: Noted.

11.6 Yorke Peninsula, Copper Coast and Barunga West councils Public Health Plan for comment; Noted. YLNHN Executive will be providing a response. The information has also been forwarded to all YNLHN Health Advisory Councils.

11.7 RSS Research News 2020: Noted.

11.8 Legislative Obligations Register: Noted that this has been to the Audit and Risk Board Committee and has now been certified by the Chief Executive Officer.

11.9 YNLHN Quality Framework

Discussed and agreed to proceed with proposed strategies for improvement.

## **12. Correspondence**

12.1 AS2342518: 2021 YNLHN Service Agreement.

Discussed and Noted.

***ACTION: Draft a letter and circulate to Board Members for comments (Assignee(s): Roger Kirchner; Due Date: 13/11/2020)***

## **13. Meeting Evaluation**

Lunch with the staff and HAC members was very successful and well attended.

## **14. In Camera**

An in camera session was held prior to the lunch break with J. Voumard; J. Badenoch; J. O'Connor; L. Malcolm; R. Kirchner; M. Davis and L. Stringer present.

An In Camera session was held after the conclusion of the meeting with J. Voumard; L. Malcolm; J. Badenoch and J. O'Connor present.

## **15. Next meeting**

The meeting closed at 4.45pm

Next meeting: 2 December 2020. 12pm - 5.00pm. Clare Hospital.

Followed by the Annual Public Meeting at 5.30pm

Agenda Items due: 20 November 2020.