

Eyre and Far North Local Health Network GOVERNING BOARD MEETING MINUTES

Thursday 1 September 2022 3.00pm – 6.00pm
Rural Support Service Grenfell Street + Team

| Name | Position/Title | Attendance | Item |
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| Michele Smith | Chair | P | All |
| Leanne Dunchue | Member | P | All |
| Dr David Mills | Member – via Teams | P | All |
| Jamie Siviour | Member | P | All |
| Chris Sweet | Member – left meeting at 4.15pm | P | All |
| Trevor Smith | Member | P | All |
| Christine Thyer | Member | P | All |
| Peter Auhl | Member | P | All |
| Attendees | | | |
| Verity Paterson | Chief Executive Officer EFNLHN | P | All |
| Hudson Vieira | Chief Finance Officer EFNLHN – via Teams | P | All |
| Jane Robinson | Director Governance and Strategy EFNLHN | P | All |
| Guests | | | |
| Julie Marron | Executive Director Nursing and Midwifery Services EFNLHN | P | All |
| Sharon Ryan | Executive Director Community and Allied Health EFNLHN | P | Item 2.2,2.3,3.3 |
| Malinda Watson | Director Corporate Services EFNLHN | P | Items 3.1 |
| Debbie Martin | Executive Director Rural Support Service (RSS) | P | Item 3.5 |

P = Present, A = Apology, X = Not Present

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon today.
 We acknowledge the deep feelings of attachment and relationship of Aboriginal people to country.
 We also pay respect to the cultural authority of Aboriginal people visiting/attending from other areas of South Australia present here.

| Eyre and Far North Local Health Network GOVERNING BOARD Meeting Minutes 01/09/2022 | | |
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| | Agenda Item | Discussion Points |
| 1. | OPENING | Meeting opened at 3.00pm, with quorum |
| | 1.1 In Camera Discussion | <ul style="list-style-type: none"> • 3.00pm – 3.35pm |
| | 1.2 Welcome and Apologies | <ul style="list-style-type: none"> • Welcome and acknowledgement of traditional owners. • No apologies. |
| | 3.6 Port Lincoln Security Review | <ul style="list-style-type: none"> • Item brought forward due to C. Sweet having to leave early. • M. Smith said the Board had discussed safety at Port Lincoln, revisited whether to engage security guards to cover off any immediate risk to staff and patients, and had unanimously agreed to: <ol style="list-style-type: none"> 1) approve the interim engagement of security guards as part of putting a security framework in place immediately 2) In parallel, support the establishment of a stakeholder committee, led by an independent chair, to conduct an independent assessment of safety and security risks, develop potential treatments and review security, including with Aboriginal and Mental Health representation. Recommendations would be reported through the Chief Executive Officer to the Board, to consider recommendations of the review. • Governing Board members also agreed that evaluation of staff sentiment pre and post the implementation of security guards be undertaken. |
| | 1.3 Interests and Conflicts Disclosure Log | <ul style="list-style-type: none"> • C. Thyer – appointed Convenor, World Indigenous Peoples Conference on Education 2022 Convenor • M. Smith - appointed as a Director, Unity Housing Board and Member, SA Voluntary Assisted Dying Review Board. |
| | 1.4 Confirmation of previous Minutes | <ul style="list-style-type: none"> • Confirmed, seconded, agreement to Minutes being signed by the Chair. |
| | 1.5 Actions from previous Minutes | <ul style="list-style-type: none"> • Reviewed and confirmed. • Board agreed that the draft letter relating to Ventia contract and Health Advisory Council (HAC) fund raising be redrafted, and sent to the CEO and Chair for approval. |

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| | 1.6 Notification of Other Business | <ul style="list-style-type: none"> Board agreed to hold culture item to next meeting. Board agreed to reporting on EFNLHN's National Disability Insurance Scheme (NDIS) provision to be presented at the next Board meeting and sought that each Tier 1 Committee discuss and review NDIS provision and performance relevant to their remits before the end of the year. |
| | 3.5 Rural Support Service Update | <ul style="list-style-type: none"> Item brought forward due to availability of Rural Support Service (RSS) Director, D. Martin. Board briefed about five-year RSS Strategic and Operational Plans and changes to governance, including changing from a co-Director model to one Director, with six direct reports lined up with Operational Plan delivery areas, and work to develop a Service Level Agreement with each regional Local Health Network (LHN), which would be the subject of consultation with each LHN. Discussion about revised governance oversight of RSS, with the committee to be made up of Board members only. Board member L. Dunchue nominated to fill finance vacancy on that new Committee and accepted that nomination. |
| | 1.7 Patient Story | <ul style="list-style-type: none"> C. Thyer to provide patient story at next meeting. |
| 2. | MATTERS FOR DECISION | |
| | 2.1 EFNLHN Annual Safety and Quality Account 2021-22 2.1.1 EFNLHN Safety and Quality Account 2021 – 2022 2.1.2 Attestation Statement | <ul style="list-style-type: none"> Board reviewed the Annual Safety and Quality Account 2021-22 and unanimously approved it be signed by the Chair and submitted to the Department for Health and Wellbeing, to fulfil a requirement of the LHN's Service Agreement 2021-22. Board reviewed the Attestation Statement and unanimously approved the Chair to sign the Attestation Certificate on behalf of the Board, as part of fulfilment of EFNLHN's requirements under national health safety and quality standards. |
| | 2.2 Legislative Compliance Certification | <ul style="list-style-type: none"> Board reviewed the Legislative Compliance Certification and unanimously approved completion of the certification process, including the Chief Executive Officer signing certification on behalf of EFNLHN. |
| | 2.3 CHIRON Risk | <ul style="list-style-type: none"> Board reviewed a draft letter to the Department for Health and Wellbeing's Chief Executive highlighting the ongoing risk posed by use of CHIRON and unanimously approved the letter to be signed by the Chair and submitted. |
| 3. | MATTERS FOR DISCUSSION | |
| | 3.1 Asset Sustainment Program Update | <ul style="list-style-type: none"> Board noted the update and asked the LHN to liaise with the other five regional LHNs about management of potential budget overruns relating to asset sustainment. |

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| | <p>3.2 COVID 19 Transition to Business as Usual</p> | <p>Board noted a briefing by V. Paterson and J. Marron about:</p> <ul style="list-style-type: none"> ○ significant reductions in local demand for vaccine and testing ○ planning for a forecast COVID wave in November, balancing the need to be able to ramp up quickly with current low demand and the impact on staffing ○ Planning for the commencement of cruise ship visits to Port Lincoln. |
| | <p>3.3 NDIS Client Report Update</p> | <ul style="list-style-type: none"> • Board noted progress against a Quality Improvement Plan relating to NDIS services, particularly clinical oversight at the point of intake, and sought regular reporting to the Tier 1 Clinical Governance Committee (CGC) and the Board going forward. • Tier 1 CGC Chair, D. Mills, reassured the Board that he and the CGC were comfortable with progress to date but would continue monitoring. |
| | <p>3.4 Aged Care Update</p> <p style="padding-left: 20px;">3.4.1 Aged Care Strategy Project Update</p> <p style="padding-left: 20px;">3.4.2 EFNLHN Aged Care Quality Indicators Quarterly Report</p> | <ul style="list-style-type: none"> • Board noted the project progress report, including that poor or non-conformance with the community pharmacy contract was not being addressed by SA Pharmacy. • Board noted the Aged Care clinical indicators quarterly report, including that EFNLHN had met or exceeded the five national clinical indicators. |
| | <p>3.5 Rural Support Service Update</p> | <ul style="list-style-type: none"> • See item in Opening section. |
| | <p>3.6 Port Lincoln Security Review</p> | <ul style="list-style-type: none"> • See item in Opening section. |
| | <p>3.7 Chief Executive Officer Report</p> <p style="padding-left: 20px;">3.7.1 CEO Report August 2022</p> <p style="padding-left: 20px;">3.7.2 Performance Report August 2022</p> <p style="padding-left: 20px;">3.7.3 Executive Committee Summary June 2022</p> | <ul style="list-style-type: none"> • Board noted the report, including a new risk relating to fire pipework and sought an update on whether EFNLHN was exposed to this potential risk and management strategies. • Board noted the performance report, including the potential impact of an ageing workforce and ageing consumers on rates of workplace injuries. • Noted. |
| | <p>3.8 Finance Report</p> <p style="padding-left: 20px;">3.8.1 Finance Report July 2022</p> | <ul style="list-style-type: none"> • Board noted that EOF financial results were tracking as forecast, with cost pressures relating to COVID staffing, losses from the EFNLHN Medical Practices and several recharge issues. |

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| | 3.8.2 External Audit | <ul style="list-style-type: none"> Board noted the draft External Audit Management Letter and that the Tier 1 Finance and Performance Committee had reviewed the LHN's Action Plan in response. |
| | 3.9 Board Committees | |
| | 3.9.1 Finance and Performance Committee | <ul style="list-style-type: none"> Minutes noted. |
| | 3.9.2 Clinical Governance Committee | <ul style="list-style-type: none"> Minutes noted. D. Mills left meeting at 6pm. |
| | 3.9.3 Audit and Risk Committee | <ul style="list-style-type: none"> Overview of A&R Committee meeting noted. |
| | 3.9.4 Consumer, Community and Clinical Engagement Committee | <ul style="list-style-type: none"> Verbal report of meeting noted, including suggestion by Health Advisory Council Presiding Members that HACs be tasked with setting up local registers of people prepared to offer options for staff accommodation, to help to address current staffing recruitment and retention challenges. |
| | 3.10 Chairperson Update | <ul style="list-style-type: none"> Noted. |
| 4. | MATTERS FOR NOTING | |
| | 4.1 Fran Thorn Governance Review Update | <ul style="list-style-type: none"> Noted. |
| | 4.2 Australian Health Ministers' Meeting Summary | <ul style="list-style-type: none"> Noted. |
| | 4.3 Far North Service Planning Progress Report | <ul style="list-style-type: none"> Noted. |
| | 4.4 Major Correspondence | |
| | 4.4.1 RSS Governance Meeting Minutes July 2022 | <ul style="list-style-type: none"> Noted |
| 6. | OTHER BUSINESS | |
| | 6.1 Other Business from Item 1.6 | <ul style="list-style-type: none"> Discussion about management of meeting content. |

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| 7. | MEETING FINALISATION | |
| | 7.1 Review actions to be taken | <ul style="list-style-type: none"> • Actions confirmed. |
| | 7.2 Meeting Evaluation | <ul style="list-style-type: none"> • Effective meeting, except that it ran 10 minutes beyond the scheduled time. |
| | 7.3 Agenda items for next meeting | <ul style="list-style-type: none"> • NDIS quarterly reporting • Mental Health Quarterly reporting |
| | 7.4 Meeting Close | <ul style="list-style-type: none"> • 6.10pm |
| Next Meeting: 27 October 2022 12.00 – 3.00pm Wudinna + Teams | | |

Minutes approved


Michele Smith.
Chair, Eyre and Far North Local Health Network
27 October 2022