



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

07/10/2020 | 9.30am

Orroroo and District Health Service

### **Present**

**Board Members:** John Voumard; Julianne Badenoch; Glenise Coulthard (by phone); Liz Malcolm.  
John O'Conno rattended as an Observer.

**Attendees:** Roger Kirchner; Vincent Bellifemini; Leeanne Stringer.

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

The meeting commenced at 10.00am due to technical difficulties with the videoconferencing facilities.

The Chair, John Voumard, Acknowledged the Traditional Owners of the Land and welcomed those present. No apologies were received.

Glenise Coulthard participated via teleconference.

John O'Connor was welcomed as a new Board member. (effective date: 12.10.2020)

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

Nil conflicts declared.

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

The minutes of the meeting held on 2 September were accepted by consensus as a true and correct record, with the addition of Yvonne Warncken as a participant via phone.

### **4. Action List**

The Action list was reviewed and will be sent to members.

### **5. Presentations / Visitors**

Nil

## **6. Standard Agenda Items**

### **6.1 Aged Care Services Board Committee meeting summary**

N/A: (Next meeting 21.10.2020)

Liz Malcolm provided a verbal update about the planning session held last Thursday, with positive engagement from senior leadership staff and a willingness to change being evident.

It was agreed that the facilitation was very good and the scene for the day was well set with excellent guest speakers.

The outcomes of the day will be written up into a report, identifying short and long term plans.

L. Malcolm confirmed that current meeting arrangements will continue in 2021.

### **6.2 Audit and Risk Board Committee meeting summary**

N/A: (Next meeting 22.10.2020)

J. Voumard confirmed that the current meeting arrangements will continue in 2021.

### **6.3 Clinical Governance Board Committee meeting summary**

N/A: (Next meeting 21.10.2020)

J. Badenoch advised that the Clinician Engagement Strategy is under development and confirmed that the current meeting arrangements will continue in 2021.

### **6.4 Consumer and Community Engagement Board Committee (CCEBC) meeting summary.**

The draft summary from the meeting held on 16 September 2020 was noted and briefly discussed.

The YNLHN Consumer and Community Operations Work Group recently held a workshop, with a draft Consumer and Community Engagement Strategy now under development. This will be presented to the next meeting of the CCEBC, with broader consultation to be undertaken after this time. It is anticipated that the plan will be presented to the YNLHN Governing Board for endorsement at the December meeting.

G. Coulthard advised that she will be unavailable for the next scheduled meeting of the Consumer and Community Engagement Board Committee. L. Stringer to reschedule.

G. Coulthard confirmed that the CCEBC meetings will be held on a bi-monthly basis in 2021, commencing in February.

### **6.5 Finance and Performance Board Committee meeting summary**

The summary from the meeting held on 24 September 2020 was not available and will be circulated out of session.

Considerable discussion occurred about the 2020-2021 Service Agreement and funding allocation.

Correspondence will be sent to the CE DHW.

J. O'Connor to commence as Chair of this committee at its next meeting on 22 October.

2021 meeting details to be confirmed as soon as possible.

## **6.6 Financial Reports - August 2020**

V. Bellifemini provided a comprehensive overview of the current financial status, predicted end of year position and known cost pressures. Lengthy discussion followed.

Work continues in relation to identifying savings efficiencies and the development of a savings plan for submission to DHW by 16 October 2020.

Significant work is being undertaken in relation to rostering practices to ensure alignment with the approved staffing methodology and medical staffing models.

The NEP allocation for 2020-21 and inpatient/outpatient activity was discussed.

The 2020-21 YNLHN budget position is predicted to be similar to that in 2019-2020.

## **6.7 Performance Report - August 2020**

Discussed and noted.

## **6.8 CEO report: September 2020**

Discussed and noted.

It was noted that the YNLHN Midwifery Model of Care Pilot has been announced as a finalist in the SA Health Awards.

Advice has also been received about the pending closure of the NYP Private Hospital on 31 December 2020, with a Communication Plan to be developed to ensure the community is well informed.

The Director Aboriginal Health vacancy has been filled and the successful applicant will commence prior to the end of October 2020. It was suggested that the incumbent be invited to a Board meeting early in 2021 to meet Board members. L. Stringer to arrange.

## **6.9 Chair's Update - verbal**

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

- Recent presentations by LHN CEO's
- Release of the Cultural Evolution Pathway
- Governance and devolution, including a summary of the Ken Whelan report
- 2020-21 Budgets and funding methodology
- Institutional Racism report
- Board Member recruitment process
- Meeting with Geoff Brock MP and the Mayor of Port Pirie about GP staffing in Port Pirie.

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## 6.10 YNLHN Health Advisory Councils

The teleconference scheduled for 24 September 2020 was cancelled due to apologies being received from all but one HAC Presiding Member. Reports were received from the HAC PM's and will be distributed to Board members for information.

## 7. Matters for Decision

### 7.1 Delegations-Health Services Charitable Gifts Board

Considerable discussion occurred about the role of this Board and what funds were being administered. Discussion occurred about the correspondence received requesting confirmation of YNLHN Delegations.

**MOVED:** *That the CEO be approved as the current delegate and strategies to expend the funds be investigated.*

**APPROVED.**

**ACTION:** *Send financial information to all members about funds held by the Health Services Charitable Gifts Board. (Assignee(s): Roger Kirchner; Due Date: 16/10/2020)*

### 7.2 YNLHN 2020-21 Service Agreement

Considerable discussion occurred about the document with agreement that a final, clean copy be submitted for the next Board meeting on 4 November 2020.

### 7.3 YNLHN 2020 Annual Public meeting.

Proposed date is 2 December 2020 in Clare at 5.30pm. Video conference option to be offered, and session to be recorded.

Dinner with Clare GP's and the EO/DON to follow.

L. Stringer to investigate the option to hold this in line with the service planning stakeholder and community workshop in Clare.

### 7.4 Lunch with HAC Members, GP's and staff

Steve Richmond, Presiding Member, Mid North HAC in attendance.

### 7.5 DVA Services-Additional Information

**MOVED:** *That the nursing services to DVA clients be provided under CHSP, and fee waivers implemented.*

**APPROVED**

## **7.6 Indigenous Australians Health Program (IAHP Funding)**

Discussed and agreed that this be deferred until the next Board meeting to provide the opportunity for the incoming Director Aboriginal Health to review the documents. To be circulated Out of Session if required.

***ACTION: Confirm due date for response and progress as required. (Assignee(s): Leeanne Stringer; Due Date: 20/10/2020)***

## **8. Other Business**

### **8.1 YNLHN Strategic Plan: update**

R. Kirchner provided a brief progress update. It was noted that the final draft for approval needs to be submitted to the next meeting of the Board on 4 November.

### **8.2 YNLHN Board Membership: Progress update**

J. O' Connor has been confirmed as a new member, effective 12.10.2020 for a 3 year term, expiring on 11.10.2023.

***ACTION: Progress appointment of an additional Board member. (Assignee(s): John Voumard; Due Date: 31/12/2020)***

### **8.3 YNLHN Consumer and Community Engagement Strategy: update**

Refer to item 6.4

### **8.4 YNLHN Clinician Engagement Strategy: update**

Refer to item 6.3

### **8.5 CEO Performance Review**

Examples of Performance Review documents have been provided to J. Voumard.

Template to be developed.

***ACTION: Arrange a teleconference for J. Voumard; L. Malcolm and J. Badenoch to develop the template for the CEO Performance Review. (Assignee(s): Leeanne Stringer; Due date: 30.10.2020)***

### **8.6 Board Planning**

Board planning session to be held in late November or early December.

It was suggested that Rosey Batt be approached to facilitate this.

To be followed by a farewell dinner for Yvonne Warncken.

***ACTION: Advise L. Stringer of suitable dates. (Assignee(s): All members; Due date: 16.10.2020)***

## 8.7 Commissioning process

Discussed. Work in progress.

## 8.8 Medical Advisory Committees

Feedback has been provided by J. Badenoch.

Further work required.

***ACTION: Arrange an out of session meeting to review Terms of Reference. (Assignee(s): L. Stringer; Due date: 28.10.2020)***

## 8.9 Aged Care Services Planning

Refer to item 6.1

## 8.10 Cultural Evolution Pathway

Discussed briefly.

R. Kirchner advised that a plan is being developed for YNLHN.

It was suggested that the YNLHN Director People and Culture be invited to the next meeting to present the plan.

***ACTION: Invite M. Davis to the next meeting to present the plan. (Assignee(s): L. Stringer; Due date: 16.10.2020)***

## 8.11 Board members mandatory training

Discussion occurred about the mandatory training requirements for Board Members, and current status.

***ACTION: Confirm requirement for Elder Abuse training and send links to those members who are yet to complete specific training requirements. (Assignee(s): L. Stringer; Due date: 30.10.2020)***

## 9. Matters for Noting

### 9.1 RDWA Service Agreement-Recruitment and Retention

The lengthy report was discussed with feedback indicating it was informative, but very repetitive, and a format similar to the RSS Devolution document would be preferred.

***ACTION: Provide feedback to RDWA CEO about the format of the report. (Assignee(s): R. Kirchner; Due date: 30.10.2020)***

### 9.2 Risk Console – Additional information

The additional information was noted.

### **9.3 YNLHN HAC's Annual General Meetings**

The consolidated list was circulated for members to identify which meetings they were able to attend.

***ACTION: Members to advise L. Stringer of availability to attend HAC AGM's. (Assignee(s): All members; Due date: 23.10.2020)***

### **10. Correspondence**

Nil.

### **11. Meeting Evaluation**

Well Chaired and effective use of time.

### **12. In Camera**

An in camera session was held with Board members only present.

### **13. Next meeting**

The meeting closed at 1.00pm.

Next meeting: **4 November 2020**, at Riverton District Soldiers' Memorial Hospital.

Agenda Items due: **25 October 2020**.