

## Yorke and Northern Region Local Health Network Governing Board

**Date:** Tuesday 17 December 2019  
**Venue:** Rural Support Service, Adelaide.

<b>Item</b>	<b>Notes</b>
<b>1. Welcome</b>	<p><i>John Voumard welcomed those present and acknowledged the traditional owners of the land.</i></p> <p><i>John noted the resignation of Vanessa Bouilly as Board Chair and acknowledged the significant work undertaken by Vanessa as the inaugural Chair.</i></p> <p><i>It was noted that John has been appointed as incoming Chair.</i></p> <p><i>John welcomed Glenise Coulthard who provided committee members with an overview of her career and experiences.</i></p>
<b>2. Present/Apologies</b>	<p><u>Present:</u></p> <ul style="list-style-type: none"> <li>• John Voumard (JV)</li> <li>• Julianne Badenoch (JB)</li> <li>• John Voumard (JV)</li> <li>• Yvonne Warncken (YW)</li> <li>• Roger Kirchner (RK)</li> <li>• Vincent Bellifemini (VB)</li> <li>• Leeanne Stringer (Executive Support) (LS)</li> </ul> <p><u>Apologies:</u></p> <ul style="list-style-type: none"> <li>• Hendrika Meyer (guest)</li> </ul>
<b>3. Conflict of Interest Declaration</b>	<i>Nil.</i>
<b>4. Minutes of previous meeting</b>	<i>The minutes of the previous meeting held 19.11.2019, were approved by consensus.</i>
<b>5. Action List</b>	<p><i>The actions described from the previous meeting, 19.11.2019, are either complete, in progress or covered in the meeting agenda.</i></p> <p><i>The action list will be updated and distributed to all members as an attachment to the minutes.</i></p>

Item	Notes
<b>6. Presentations/Visitors</b> 6.1 Deb Martin, Co-Director, RSS.	<p><i>Deb Martin attended and provided an overview of the Rural Support Service.</i></p> <p><i>Considerable discussion was held about:</i></p> <ul style="list-style-type: none"> <li>• <i>The RSS plan, which has previously been emailed to Board members</i></li> <li>• <i>The next stages of transition to LHN's</i></li> <li>• <i>The key risks associated with this, particularly in relation to retention of staff and the impact upon the ability to provide continuity of services to Local Health Networks.</i></li> </ul>
<b>7. New proposals</b>	<i>Nil</i>
<b>8. Matters for decision</b>	
8.1 Appointment of External Member – Audit & Risk Board Committee	<p><i>A motion was moved to approve the nomination of external member, Liz Traeger, to the YNLHN Audit and Risk Board Committee, with term of membership commencing 01.01.2020, and expiring 31.12.2022</i></p> <p><i>Moved: Liz Malcolm. Seconded: G. Coulthard.</i></p> <p><i>Carried.</i></p> <p><b>ACTION:</b></p> <ul style="list-style-type: none"> <li>• <i>Letter to be drafted on behalf of Board Chair (LS)</i></li> </ul>
<b>9. Matters for discussion</b>	
9.1 ICAC Report	<p><i>The report by Hon. Bruce Lander QC, Independent Commissioner against Corruption, ‘Troubling Ambiguity. Governance in SA Health’, was discussed at length.</i></p> <p><i>It was noted that an action plan is being developed for the YNLHN and will be distributed to Board members once finalised.</i></p> <p><b>ACTION:</b></p> <ul style="list-style-type: none"> <li>• <i>Action Plan to be provided to Board for next meeting. (RK)</i></li> </ul>
9.2 Auditor General’s Report-Country Health Property Maintenance	<p><i>The report has been discussed at the Audit and Risk Board Committee.</i></p> <p><i>A formal response to the report has been provided.</i></p> <p><i>It was noted that this has been discussed at the Regional Chairs meeting and will be raised with the Minister.</i></p>
9.3 Finance and Performance Board Committee Report	<p><i>Yvonne Warncken provided a verbal update and advised the committee is working well.</i></p> <p><i>A desktop audit has been undertaken in relation to activity, with improvement strategies identified.</i></p> <p><i>Finance reports for all areas are being reviewed to determine priority areas for further investigation.</i></p> <p><i>Savings efficiencies have been identified.</i></p>
9.4 Audit and Risk Board Committee Report	<p><i>John Voumard provided a verbal update and advised that committee is developing well.</i></p> <p><i>Reporting processes and format are being refined.</i></p> <p><i>A committee calendar is being developed.</i></p>

Item	Notes
9.5 Aged Care Services Board Committee Report	<p>Liz Malcolm provided a verbal update including a summary of the previous meeting held on 16.12.2019:</p> <ul style="list-style-type: none"> <li>• Working through KPI reports to refine those determined as essential.</li> <li>• Framework of reporting being developed, which will focus on exception and trend data.</li> <li>• Significant risk log reviewed monthly.</li> <li>• Continuous Improvement Plan reviewed monthly.</li> <li>• Standard 8 Masterclass scheduled for 5.2.2020.</li> <li>• Information about Altura training has been disseminated.</li> <li>• YNLHN Aged Care Strategic Intent Workshop being held on 6.2.2020 for Board members, Executive staff and other internal key stakeholders.</li> </ul>
9.6 Clinical Governance Board Committee Report	<p>Julianne Badenoch provided a verbal update, including the following key issues:</p> <ul style="list-style-type: none"> <li>• Aged Care Accreditation and unannounced visits feedback.</li> <li>• Clinical Governance work plan and framework being developed.</li> <li>• Preparation for Accreditation in March 2020 is progressing well.</li> <li>• Work continuing to ensure integration with Mental Health.</li> </ul>
9.7 NYP Private Hospital - update	<p>Discussion occurred about the use of Locums in the private hospital.</p> <p>It has been confirmed that Locums providing services in a public hospital cannot provide services in a private hospital as this contravenes Commonwealth arrangements.</p> <p>This advice has been provided to the NYP Private Hospital and Fraser Ellis.</p> <p>Fraser Ellis has requested a meeting with the CEO and Board Chair to discuss how consumers can use their private health insurance in YNLHN sites.</p>
9.8 YNLHN Budget and Service Agreement-update	<p>Roger Kirchner provided a verbal update</p>
9.9 Medical Services - update	<p><b>ACTION:</b></p> <ul style="list-style-type: none"> <li>• Further update to be provided at February 2020 meeting. (RK)</li> </ul>
9.10 YNLHN Performance Report - October	<p>The report was discussed and noted.</p> <p>Discussion occurred about the need for strategies to increase Aboriginal employment.</p> <p>It was identified that the report requires additional work-mitigating strategies are essential where KPI's are at risk or not being met.</p> <p><b>ACTION:</b></p> <ul style="list-style-type: none"> <li>• Investigate why ATSI consumers are leaving against medical advice. (LS)</li> <li>• Add reporting to Board and Board Committees to next agenda (LS)</li> <li>• Provide information about the forum being held in FUNLHN for Aboriginal employees. (GC)</li> </ul>
9.11 Community (Annual Public) Meeting feedback	<p>The YNLHN Annual Public Meeting was held at 5.30pm on 21 November 2019 in the main foyer of the Wallaroo Hospital and Health Service. Three members of the public attended. V. Bouilly discussed achievements to date and plans for 2020, including the establishment of the Consumer and Community Engagement Committee. Copies of the YNLHN Governing Board Strategic Priorities were provided to those present.</p>

<i>9.12 Health Advisory Councils</i>	
<i>9.12.1 HAC AGMs - Feedback</i>	<i>John Voumard and Liz Malcolm went to Clare for the Lower North HAC Meeting, but unfortunately the meeting time had been changed, and they were not advised.  John Voumard also attended the Mid North HAC AGM, which was well attended.</i>
<i>9.12.2 Port Broughton Helipad update</i>	<i>Planning is progressing. Fundraising occurring in local communities.</i>
<i>9.13 Balaklava Hospital update</i>	<i>Nil to report</i>
<i>9.14 Yorke Peninsula Service plan</i>	<i>The plan was endorsed, noting that extensive consultation has been undertaken with a broad range of stakeholders and the community.  It was noted that the key themes identified from the feedback provided from the postcards distributed to the community did not include questions on aged care, however, there was feedback provided about aged care.  It as clarified that the plan is a work in progress, and priorities may change. An implementation plan will now be developed, with regular status reports provided to YNLHN Executive.  The hard work from the steering committee was acknowledged.</i>
<i>9.15 Indemnity issue – Board members</i>	<i>This issue was discussed at length, with concerns expressed that the correspondence, as received on 11.12.2019, was addressed to CEO's, not Board Chairs. <b>ACTION:</b></i> <ul style="list-style-type: none"> <li><i>• Discuss with Board Chairs development of a letter to the Minister. (JV)</i></li> <li><i>• Letter to be sent to Dr McGowan on behalf of the Board. (JV)</i></li> </ul>
<b>10. Matters for Noting</b>	
<i>10.1 CEO Report – by exception</i>	<i>The Board discussed the Chief Executive Officer's report and noted the contents.</i>
<i>10.2 Chair's Update</i>	<i>Nil</i>
<i>10.3 Sundry Information</i>	
<i>10.3.1 Community Health Funding</i>	<i>Discussed. <b>ACTION:</b> M. Koch to be invited to attend the February Board meeting to discuss. (LS)</i>
<i>10.3.2 Standard 8 Masterclass - Organisational Governance</i>	<i>To be held in Adelaide on 8<sup>th</sup> February 2020, which is the same day as the Board meeting. <b>ACTION:</b> February Board meeting to be rescheduled from 8<sup>th</sup> to 11<sup>th</sup> February 2020. (LS)</i>

<b>11. Matters for the Board</b>	<i>Nil</i>
<b>12. Correspondence</b>	
<i>12.1 RSS Maternity Services Committee</i>	<i>Noted.</i>
<i>12.2 HPC Post Implementation Review of CHSA ACCE Strategy</i>	<i>The report and recommendations were noted.</i>
<i>12.3 HCA Newsletter</i>	<i>Noted.</i>
<b>13. Meeting Evaluation</b>	<i>Nil</i>
<b>14. In Camera</b>	<i>An In Camera session was held, with all members present.</i>

Meeting closed at 4.00pm

Next meeting: 11 February 2020. December 2019. Details to be confirmed.