

WCHN GOVERNING BOARD MINUTES LOCATION: EXECUTIVE OFFICE BOARD ROOM/MS Teams MEETING OPENED: 9.22AM			
Item No.	Item	Discussion	Action Ref No.
2.1	Acknowledgement to Country Welcome and Apologies Attendance of members: In attendance: Invited Guests: Apologies:	<p><i>"We would like to acknowledge this land that we meet on today is the traditional land of the Kurna people, and that we respect their spiritual relationship with their country. We also acknowledge that the Kurna people are the custodians of the Kurna land and that their cultural and heritage beliefs are still important to the living Kurna people today"</i></p> <p>The meeting commenced at 9.22am via MS Teams video conferencing with the Chair providing an Acknowledgement to Country and welcoming all Board members and meeting attendees.</p> <p>Jim Birch AM (Chair), Karen Glover, Ross Haslam, Dr Stephen Christley, Brenda Wilson AM, John Bastian AM, Susy Daw, Lindsey Gough (CEO), John O'Connor (A/CFO), Sandy Miller, Sarah McRae (COO), Kate Hawke (Board Secretary), Fiona Turner (Minute Taker)</p> <p>Stuart Painter EY, Amelia Grace EY, Patrick Smith (ED People and Culture)</p>	
	In Camera Session	An in camera session was not held for this meeting	
2.2	Confirmation of Agenda /Order of Agenda/Any Other Business	<i>The Chair noted confirmation of the agenda and order of the agenda.</i>	
2.3	Conflict of Interest Disclosures	<p>The Chair asked the Directors to declare any additional conflicts of interest.</p> <p>Karen Glover cited a potential conflict - MCHYP – Axis have asked SAMHRI to work with them on the close the gap funding – details of conflict to be provided off line and registered</p> <p>The Chair noted that there were no other conflicts of interests declared at this meeting.</p>	

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2.4	Confirmation and Signing of Previous Minutes and/or Circular Resolutions	<p>It was noted that under Item 3.2 from the 9 April 2020 Board meeting "Overarching Communications Plan" the wording in the minutes did not correlate with the conversation:</p> <p>'The question was raised, is there a separate preventative health communications document; health promotion in relation to women within productive cycles in the community'.</p> <p><i>It was requested and agreed that these words be replaced with: "advocacy and relation to family violence"</i></p> <p><i>"The question was raised, is there a separate preventative health communications document and advocacy in relation to family violence"</i></p> <p><i>The minutes of the meeting held Thursday 9 April 2020 were endorsed by the Board with the above amendment</i></p>	
2.5	Action List	<p>The Chair noted the current action list and that all items due have been completed</p>	
2.6	Correspondence	<p>The Chair noted the correspondence that was distributed with the meeting papers and taken as read.</p> <p><i>The Board noted the correspondence distributed with the meeting papers</i></p>	
3.1	EY report on current state of ICAC report and next steps - presentation	<p>The Chair welcomed Ernst and Young team members to the meeting, Stuart Painter and Amelia Grace and noted the documents distributed with the meeting papers be taken as read. The CEO invited Stuart and Amelia to provide a brief overview and then give their presentation and to take questions from the Board.</p> <p>The Chair raised the items of time and attendance and rights to private practice. At an LHN level there is one lens upon which these matters are viewed and acted upon, however this also needs to be viewed at a system wide level, (examples of clinical staff with multiple appointments across several LHNs)</p> <p>The CEO noted there is a governance process for the system wide response which is a high level group that is chaired by Jim McDowell, CE DPC. The operational group which includes the CE DHW and the LHN CEOs sits under this high level group and has not met during the COVID-19 period. This provides an opportunity to share the learnings and the CEO noted that WCHN is in the position to have a view on all aspects of the report given this piece of work that has been carried out. It was noted that this operational group chaired by the CE DHW with all LHN CEO members will be sharing learnings and findings across the LHNs.</p> <p>EY noted that there is a body of work required to lift the maturity and capability of the organisation.</p> <p>It was noted that WCHN has commenced a conflict of interest process by issuing the 'Statement of Interest' policy and template to be completed by all staff with delegations.</p> <p>A discussion was held around whether a number of matters required negotiation in the next Medical EBA. It was acknowledged that some changes to current practice can be made at a local level to assist in ensuring that all clinicians have current agreements documented for RoPP. There will be work in this area that will need channelled to DHW for resolution as part of the EBA negotiation process.</p> <p>There are opportunities to look at local administrative procedures that can be reviewed and improved/implemented.</p>	

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		<p>In respect to clinical trials and research – the question was raised if improvements in governance and aquittals for clinical trials and research are warranted. The Board noted the very comprehensive report presented on the work that has been conducted over the past few months..</p> <p>Next steps – CEO will work with EY and Procurement (re: process) on recommendations and subsequent pieces of work. Once in place, there needs to be reporting mechanisms to the Board and the Audit and Risk Committee.</p> <p>The Chair then moved to discuss the proposal of a risk appetite piece of work and suggested it be conducted face to face, possibly at the June Board meeting or at a separate time during June.</p> <p>It was discussed and agreed that the risk appetite session will be held in June as soon as possible (outside the scheduled June Board meeting) and be held in the Allan Crompton boardroom for those that are local and via video conference for others.</p> <p>It was noted that the risk appetite statement will look at a number of high level categories of risk.</p> <p>Action: The Board Secretary to schedule a separate risk appetite session with the Board and Ernst and Young in June</p> <p><i>The Board:</i></p> <ul style="list-style-type: none"> Noted the report on current state of ICAC report and supported the proposed next steps 	1
4.1	Report from Chief Executive Officer	<p>The Chair noted the report distributed with the meeting papers and taken as read. The Chair invited the CEO to take questions from the Board. The CEO noted the item of Gender Dysphoria and shared a brief overview to the Board members. A business case has been presented to the Minister (via CE DHW) as a budget bid, given WCHN do not have the capacity to meet the current demands of our consumers for the service. However, the Minister and DHW have advised that WCHN need to continue the existing service for the time being given that the State budget will not be handed down until October 2020. The Board Chair noted that the business case is solid but that the organisation needs to live within its means. The CEO and the COO are working closely with the relevant clinicians.</p> <p>Action: The Chair asked the CEO and COO to consider what else is occurring in the LHN currently that is a lower priority that could be disinvested to assist with funding the gender dysphoria services. This work is requested to occur between now and the budget setting period.</p> <p><i>The Board noted the CEO report</i></p>	2

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4.2	COVID-19 Update	<p>The Chair invited the COO to provide a verbal report on COVID-19 and to take questions from the Board.</p> <ul style="list-style-type: none"> Approximately 40 to 50 people per day going through the WCHN COVID-19 screening clinic and this includes staff from across the LHNs Emergency Department presentations are still low, however there is a large number of respiratory patients Elective surgery has recommenced (with WCHN approved to go above the 25% criterion) with the directive through to 11 May – following this it is possible that Elective Surgery will resume as normal post 11 May The surgical services team are doing excellent work in managing the back log of surgery Recovery phase is about to commence with a staff survey going out this Friday 8 May – asking what really did work during this period, what can we continue doing post CV, what can be improved, and what should stop. CAMHs and CaFHS are continuing with Telehealth consultations which has seen an improvement in the performance of these areas Working from home has initiated a different way of working and is still very productive. This is being considered as part of the new normal post COVID-19 Aboriginal communities – there has been a lot of work done in supporting the Aboriginal communities and patients requiring support across borders. <p><i>The Board noted the verbal update regarding COVID-19</i></p>	
4.3	Finance and Performance Report	<p>The Chair noted the report distributed with the meeting papers and taken as read. The Chair invited the A/CFO to take questions from the Board.</p> <p><i>That Board noted:</i></p> <ul style="list-style-type: none"> <i>As at 31 March 2020 the adjusted GFS result is \$6.32 million unfavourable to budget</i> <i>The EOY forecast has been adjusted to reflect the adverse budget impact of additional SCSC costs (pathology and medical imaging) that relate to charges from prior years and the impact of the in-year change related to the Medicare Billing Directive</i> 	
6.1	Audit & Risk Committee	<p>The Chair noted the Audit and Risk Committee have not held a scheduled meeting since the last Board meeting in April.</p>	
6.2	Finance & Performance Committee	<p>The Chair noted the meeting minutes that were distributed with the meeting papers as taken as read. The Chair invited the Committee Chair to provide any comment on the recent meeting</p> <p><i>The Board noted the minutes of the meeting held on 16 April 2020.</i></p>	
6.3	Consumer & Community Engagement Committee	<p>The Chair noted the Consumer & Community Engagement Committee have not held a scheduled meeting since the last Board meeting in April.</p>	

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6.4	Clinical Governance Committee	<p>The Chair noted the meeting minutes that were distributed with the meeting papers as taken as read. The Chair invited the Committee Chair to provide any comment on the recent meeting</p> <p><i>The Board noted the minutes of the meeting held on 1 May 2020</i></p>	
7.1	Other Business	<p>Aboriginal Family Birthing unit update – the COO noted nothing has been received in relation to CTG funding from DHW. It is a work in progress that will be taken on notice and any update will be provided post the Board meeting.</p> <p>Minister's workshop with the LHN Governing Board Chairs. The Chair provided a verbal overview of the recent workshop.</p> <p>The main purpose of the meeting was to discuss with the Minister and CE DHW the importance of improving and enhancing LHN devolvement and capability. Though this workshop was scheduled prior to COVID-19, the experience of COVID-19 has provided the ability to work with agility. The Chairs noted this event has now provided the opportunity for LHNs to work differently given what they have learnt and experienced during COVID-19. It was agreed that a joint group between LHNs and DHW take those learnings and build into the normal business activities of LHNs and the DHW.</p> <p>Ken Whelan's review will occur across the LHNs in consultation with CE DHW and the LHNs.</p>	
8.1	Meeting Evaluation	Online via Diligent	
8.2	Next Meeting:	Thursday 4 June 2020	

MEETING CLOSE: 11.38AM

SIGNED: 
JIM BIRCH, WCHN GOVERNING BOARD CHAIR