

BAROSSA HILLS FLEURIEU LOCAL HEALTH NETWORK MINUTES

GOVERNING BOARD MEETING NUMBER 4

Wednesday 23 October 2019
11.15-4.30pm
Kapunda Hospital

and

Thursday 24 October 2019
10.30-12.00 pm
Tanunda Hospital

Members	Name
Chair	Juliet Brown
Member	Pru Blackwell
Member	Carol Gaston
Member	Roger Sexton
Member	Joe Ullianich
Member	Robert Zadow
Executive	Name
Chief Executive Officer	Rebecca Graham
Chief Finance Officer	Steve Brown (for items 1.1-3.2 & 4.2-4.4)
Director Corporate Services	Daniel Panic (for items 2.1, 2.3, 3.1, 3.2, 4.2-4.4)
Director People & Culture	Mandy Palumbo (for items 1.1-3.2 & 4.2-4.4)
Director Strategy and Governance	Kylie Williams
Director Medical Services	Jayanthi Jayakaran (for items 2.1 & 2.3)
Senior Project Officer Governance & Strategy	Kelly Schulze (for items 1.1-3.2 & 4.1-4.4)
Visitors	Name
Chief Clinical Advisor, Rural Support Service	Hendrika Meyer (for item 2.1)
Manager Organisational Development, Rural Support Service	Tanya Lehmann (for item 2.3)
Senior Community Engagement Advisor, BHFLHN	Bronwyn Venning (for items 2.2, 2.4 & 3.1)

All resolutions recorded in these minutes were carried unanimously unless stated otherwise.

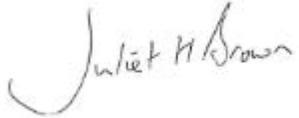
1	Opening	Minutes
1.1	In-Camera Board Discussion	
1.2	Acknowledgement of Country	JB on behalf of the Governing Board (“the Board”), made the Acknowledgment to Country at each venue.
1.3	Welcome & Apologies	Nil Apologies.
1.4	Interests and Conflicts Disclosure Log	The Board noted the Interests and Conflicts Disclosure Log. Nil conflicts of interest declared against agenda items.
1.5	Confirmation of Previous Minutes	The Board resolved that the September 2019 minutes be endorsed as an accurate record.
1.6	Actions Arising from Previous Meeting (Action List)	Noted
2	Strategic Discussion	Minutes
2.1	Rural Health Workforce Strategy	The Board noted: <ul style="list-style-type: none"> • The key issues raised and discussed through the regional medical consultation process; • Possible solutions recommended by regional medical workforce; and • Current and emerging workforce priorities for Barossa Hills Fleurieu Local Health Network.
2.2	BHFLHN Strategic Plan & Engagement Strategy – Building the Future of Our Health Services Together	The Board noted the proposed engagement strategy.
2.3	BHFLHN Organisational Development Strategy	The Board noted: <ul style="list-style-type: none"> • the strategic work underway to develop the BHFLHN Strategic Plan to develop and support our workforce to deliver on our performance priorities, as described in the BHFLHN Organisational Development Strategy; and • the proposed approach to commencing work on a number of key features of the BHFLHN Organisational Development strategy, as described in the Organisational Development Work Plan, including: <ul style="list-style-type: none"> • development of the BHFLHN Strategic Plan; • Executive leadership and culture development; and • leadership development of the Executive Officer Directors of Nursing and Midwifery group.

2	Strategic Discussion	Minutes
2.4	Barossa Hospital Business Case	The Board noted the progress of the development of a Barossa Hospital business case and the number of responses received to date from the online survey and the requests for further details from the letters sent to key stakeholders.
3	For Decision	Minutes
3.1	Cultural Safety Training	The Board agreed to that Governing Board Members undertaking 1 day Cultural Safety Training in March, 2020.
3.2	Clinical Coding	<p>The Board noted that the 2019-20 budget for Clinical Coders is 5.86FTE, an increase from the 3.83 FTE funded in 2018-19, the increase due to actual activity. The budget allocated by DHW to BHFLHN is based on 2018-19 actual costs, therefore the 5.86FTE is not funded at present. They also noted that future annual budgets for operational Clinical Coding FTE will be based on the previous years' activity for the LHN.</p> <p>It was noted that the LHN will be creating and supporting a reclassification pathway for suitably qualified and experienced Clinical Coders to progress from ASO-3 to ASO-4.</p> <p>The Board agreed that:</p> <ul style="list-style-type: none"> • A budget allocation for ASO-3 operational Clinical Coding at 5.86FTE be loaded within the 2019/20 initial budget; and • A budget allocation for an additional 1.0 FTE Clinical Coding FTE at the classification of ASO-4 (\$75616 + on-costs) be allocated and maintained in addition to the required operational Clinical Coding FTE for the purposes of supervision, education, audit, compliance and traineeships.
4	For Noting	Minutes
4.1	CEO Report	The Board noted the CEOs report.
4.2	Work Health and Safety Report	The Board noted the Work Health and Safety report.
4.3	CFO Report	<p>The Board noted the CFO report.</p> <p>The Board requested management investigate service options with identified priorities.</p> <p>The Board requested management prepare a response to the 2019/20 Budget and Related Authorisations to Incur Expenses letter received from Dr Chris McGowan and the 2019/20 Service Agreement Minute.</p>

4	For Noting	Minutes
4.4	Quality Risk and Safety Report	The Board noted the Quality Risk and Safety report.
4.5	Performance Dashboard	The Board noted the Barossa Hills Fleurieu Local Health Network Performance Dashboard.
4	For Noting	Minutes
4.6	Media	The Board noted items of media.
4.7	Correspondence	The Board noted items of correspondence.
4.8	Rural Support Service	The Board noted the Regional Local Health Networks Chairs Committee minutes and the Regional Local Health Networks Management Oversight Committee minutes.
4.9	Legislative Compliance	The Board noted a first quarter update against the Local Health Network Governing Board Requirements under the Health Care (Governance) Amendment Act 2018.
4.10	Aged Care Royal Commission – Transcript of Proceedings (8 October)	The Board noted the Transcript of Proceedings.
5	Board Committees	Minutes
5.1	Audit & Risk Committee	No Meeting
Governing Board Activities		
<ul style="list-style-type: none"> • Meeting with local General Practitioners • Meeting with Presiding Member – Eudunda Kapunda HAC • Meeting with local Staff Members • Tour of Kapunda Hospital and Tanunda Hospital • Attendance at Barossa Hospital Business Case Consultation Workshops – 23 and 24 October 2019 		

Meeting Close	
Next Meeting	Wednesday 20 November 2019

Minutes Approved



Juliet Brown
Chair - Barossa Hills Fleurieu Local Health Network Governing Board
20 November 2019