

# Minutes

**Date:** 23 February 2024 **Time:** 11.00 am – 2.00 pm **Venue:** Rural Support Service, Adelaide & Teams **Meeting Number:** #50

## Riverland Mallee Coorong Local Health Network Governing Board Meeting

**Present:** Peter Joyner (PJ) - Chair, Elaine Ashworth (EA), Claudia Goldsmith (CG), Mel Ottaway (MO), Richard Hearn (RH), Fred Toogood (FT)  
**Attendees:** Wayne Champion (WC) - CEO, Craig Lukeman (CL) – CFO, Louise Greenlees (LG) – DP&C

**Apologies:** Sonia Waters (SW)

**Secretariat:** Jeanette Brown (JB)

### Traditional Acknowledgement

*We would like to acknowledge the Aboriginal custodians of the Land and waters that we are meeting upon today. We respect their spiritual relationship with their country and acknowledge that their cultural beliefs are an important focus of their past, present, and future. We also pay respect to the cultural authority of Aboriginal people in attendance from other areas.*

ITEM NO.	ITEM	DISCUSSION POINTS	OUTCOME / ACTIONS
1	PRESENTATION		
1.1		<ul style="list-style-type: none"> <li>Nil</li> </ul>	
2	IN CAMERA DISCUSION		
		<ul style="list-style-type: none"> <li>In-Camera discussion held at the beginning of the meeting.</li> <li>Noted that Barmera identified as an ongoing area of concern with comparable reporting process implemented.</li> <li>Noted the intention of the Board Chair to resign 30 June 2024 with CEO to follow up with the Minister's Office regarding the process for filling the position.</li> </ul>	
3	MEETING OPENING		

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3.1	Acknowledgement/ Present and Apologies	<ul style="list-style-type: none"> <li>▪ PJ welcomed members and attendees and provided acknowledgement and noted it is the 50<sup>th</sup> meeting of the RMCLHN Governing Board. Noted apology from SW.</li> </ul>	
3.2	Interests and Conflicts Disclosure Log	<ul style="list-style-type: none"> <li>▪ Current Interests and Conflicts Disclosure Log noted.</li> <li>▪ EA advised that her role as a carer is resulting in increased interaction with RMCLHN services. She is also an advocate for Dementia Australia and will be involved in research projects.</li> </ul>	
3.3	Confirmation of Minutes from Board meeting	<ul style="list-style-type: none"> <li>▪ The minutes from the Board Meeting held 24 January 2024 were endorsed.</li> </ul>	
3.4	Review Actions Log	<ul style="list-style-type: none"> <li>▪ The Board noted the Actions Log including completed actions and those included in the agenda.</li> <li>▪ Discussion about:                             <ul style="list-style-type: none"> <li>○ 20240124-02 re Board reporting with CG advising this requires more time and copies of current templates to be forwarded.</li> <li>○ 20231124-02 re Legal compliance education session. Feedback provided from the Statewide induction session with clarification of Board requirements. WC advised what is in place in RMCLHN. Topic to be added to the Work Plan for regular reporting and paper to be provided to the March meeting. The need for a specific education session to be reassessed following receipt of the report.</li> <li>○ 20240124-07 re analysis of Aboriginal people leaving at own risk. Deferred to March 2024.</li> </ul> </li> </ul>	<p><b>ACTION: 20240223-01</b> – Current Board templates to be forwarded to CG.</p> <p><b>ACTION: 20240223-02</b> – Topic of Legislative Compliance to be added to the Work Plan.</p> <p><b>ACTION: 20240223-03</b> - Legislative Compliance report to be provided to the March meeting.</p>
3.5	Board Work Plan	<ul style="list-style-type: none"> <li>▪ The Board noted the Work Plan.</li> </ul>	
<b>4</b>	<b>MATTERS FOR DECISION</b>		
4.1	Approval for rLHN CEOs to execute contracts under GP Agreements	<ul style="list-style-type: none"> <li>▪ Noted the information from the Rural Support Service (RSS) about the delegation of authority for the execution of contracts under the GP Agreement that was also discussed at the Finance Committee.</li> <li>▪ Discussion about the new agreement in comparison to current agreement. Noted that execution of the agreements with some GP practices will exceed the current threshold of the CEO and</li> </ul>	The Governing Board endorsed the RMCLHN CEO to execute contracts under the GP Agreement for RMCLHN.

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		<p>noted the recommendation from DHW Legal and Legislative Policy for LHN Governing Boards to endorse CEOs executing all contracts under the GP agreement irrespective of value.</p> <ul style="list-style-type: none"> <li>▪ Noted the potential perceived conflict of interest for Board Chair.</li> <li>▪ Discussion about process in RMCLHN and any potential areas of concern and noted the overall positive negotiation process for the new agreement.</li> </ul>	
<b>5</b>	<b>COMMITTEE REPORTS / RECOMMENDATIONS</b>		
5.1	RMCLHN Board Finance Committee	<ul style="list-style-type: none"> <li>▪ Noted the RMCLHN Board Finance Committee Minutes 23 January 2024.</li> <li>▪ The Finance Committee Chair's update. <ul style="list-style-type: none"> <li>○ Noted actions related to Barmera including improving financial performance and analysis of catering costs.</li> <li>○ Occupancy rates across RAC sites to be a focus.</li> <li>○ Discussion about RACE and balance between costs of program and locum costs.</li> </ul> </li> </ul>	
5.2	RMCLHN Board Clinical Governance Committee	<ul style="list-style-type: none"> <li>▪ Noted the RMCLHN Board Clinical Governance Committee Minutes 24 January 2023.</li> <li>▪ The Clinical Governance Committee Chair's update. <ul style="list-style-type: none"> <li>○ Noted the presentation from Dr Sam Boase, ENT Specialist who was positive about RMCLHN and noted the increase in equipment provision with minor areas for improvement also suggested.</li> <li>○ Discussion about opportunities for Board involvement with clinicians.</li> <li>○ Noted the discussion about the RMCLHN Paediatric Review (Refer Item 6.6).</li> <li>○ Discussion about the provision of psychiatric services.</li> </ul> </li> </ul>	
5.3	RMCLHN Board Aged Care and Disability Governance Committee	<ul style="list-style-type: none"> <li>▪ Noted the RMCLHN Board Aged Care and Disability Governance Committee Minutes 23 January 2024.</li> <li>▪ The Aged Care and Disability Governance Committee Chair's update.</li> </ul>	

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		<ul style="list-style-type: none"> <li>○ Noted an update about the impact of staff leave for NDIS clients and the use of Allied Health Assistants (AHAs) to assist in this area.</li> <li>○ Noted that Barnera discussed in detail including financial performance, anticipated next accreditation assessment and new temporary Director of Nursing.</li> <li>○ Noted the commencement of Robyn Lavrencic, Nursing Director – Aged Care and systemised approach being implemented in some reporting areas that are currently undertaken manually. Noted the aged care reforms update.</li> <li>○ Noted the goal for annual geriatrician reviews in addition to reviews as needed.</li> </ul>	
5.4	<p>RSS Governance Committee</p> <p>RSS Governance Committee Minutes</p> <p>RSS Representative Update</p> <p>Expanded RSS Stakeholder Forum</p>	<ul style="list-style-type: none"> <li>▪ The RSS Governance Committee Minutes and Summary for the meeting held 13 December 2023 were noted.</li> <li>▪ The RMCLHN representative on the RSS Committee update. <ul style="list-style-type: none"> <li>○ Noted that a subcommittee met to discuss membership. Noted the changes to membership, including BHFLHN CEO and noted that MO will continue on the committee.</li> <li>○ Noted improvements in relation to PATs and Credentialling.</li> </ul> </li> <li>▪ Noted the Stakeholder Forum being held 13 March 2024. Discussion about process around invitations that were issued direct form RSS.</li> </ul>	<p><b>ACTION: 20240223-04</b> – MO to provide feedback to the RSS Governance Committee about the process for inviting LHN Board members to events.</p>
<b>6</b>	<b>MATTERS FOR DISCUSSION</b>		
6.1	Governing Board Education Plan	<ul style="list-style-type: none"> <li>▪ Discussion about a proposed Education Plan for the Governing board. <ul style="list-style-type: none"> <li>○ Noted that time allocated within 2024 Board schedule. Discussion about timing with schedule to be adjusted.</li> <li>○ Noted that Aged Care remains high priority for the Board.</li> </ul> </li> <li>▪ Feedback provided by participants at the DHW Induction Program for all LHN Governing Boards. <ul style="list-style-type: none"> <li>○ Noted issues around understanding obligations under both State and Commonwealth responsibilities.</li> </ul> </li> </ul>	<p><b>ACTION: 20240223-05</b> – JB to follow up with DHW (Prue Reid) to obtain Induction Program resources.</p>