

NALHN GOVERNING

Confirmed Meeting Minutes

1.00pm – 5.00pm, Thursday 15 February 2024

CEO Meeting Room, Level 2, Lyell McEwin Hospital

Attendance	
Members:	Prof Judy Searle (Chair), Michael Forwood, Frank Lampard, Dr Carolyn Roesler, Mary Patetsos, Anne Burgess, David Swan, Andrew Culley
Apologies:	Nil.
Invited:	Karen Puvogel, Interim Chief Executive Officer, Natalia Hubczenko, Chief Finance Officer, John Maddison, Executive Director, Medical Services, Sandra Wilkinson, A/Executive Director, People and Culture, Damien Heffernan, A/Chief Operating Officer, Ros Agate, Interim Executive Director, Corporate Governance and Communications
Secretariat:	Kellie Manson, Coordinator Board Services

1. In Camera

All Board Members were present for the In Camera discussion.

2. Preliminary Matters

2.1 Acknowledgement of Traditional Custodians

The Chair provided the Acknowledgement of Country and welcomed all members to the meeting.

2.2 Meeting Framing and Priorities

The Board Chair welcomed the I/Chief Executive Officer and A/Chief Operating Officer and thanked them for stepping up in the current time of change.

The Board acknowledged the updated appearance of the Board agenda and thanked the Board Secretariat for their work in coordinating and preparing papers to the Board and distributing in a timely manner.

Discussions were held regarding the quality of future board reports.

A new cover paper report template will be developed to include comparative analysis, actuals v targets and precise dot points/information identifying the issues and actions being undertaken.

2.3 Declaration of Interests

No new conflicts of interest were declared by members. Statements of Interest were noted, and the register amended.

2.4 Confirmation of Minutes

The minutes of the NALHN Governing Board meeting held on 13 December 2023 were accepted as a true and accurate record.

2.5 Actions Arising

The Actions were noted.

2.6 Chair Board and Board Member Remarks

The Board discussed priority areas for NALHN throughout 2024 focusing on Clinical Governance, core business and continued delivery of high-quality care to the NALHN community.

2.7 CEO Report

The paper for this item was taken as read. The Interim Chief Executive Officer provided an update on emerging issues, hot topics, and other initiatives across the organisation.

Recommendation(s):

1. The NALHN Governing Board noted the Chief Executive Officer's Report, outlining emerging issues, hot topics, an update on key major initiatives.

Action		
A full detailed report on Colonoscopy will be presented to the Board on 13 March 2024.	A/Chief Operating Officer Executive Director, Medical Services	March 2024

3. Performance Reports/Committee Chair's Report

3.1 Capital Works and Infrastructure Report

The paper for this item was taken as read. The I/Chief Executive Officer provided an update on Capital Works and Infrastructure relating to:

- Modbury Mental Health Services - Rehabilitation (*Election Commitment*), Older Persons Mental Health and Car Park
- Modbury Hospital Cancer Centre (*Election Commitment*)
- Lyell McEwin Hospital (LMH) 48 Acute General Medical beds (*Election Commitment*)
- Mental Health Crisis Stabilisation Unit (incorporated with Head to Health)

Recommendation(s):

1. The NALHN Governing Board noted the infrastructure development update.

Action		
An update on Lionsgate to be included in future Capital Works and Infrastructure Report.	Executive Director, Corporate Operations	March 2024
A paper to be presented to the Board on the governance around Infrastructure and Capital Works programs, including risk responsibility between NALHN, Department for Health and Wellbeing (DHW) and Department for Infrastructure and Transport (DIT).	Executive Director, Corporate Operations	March 2024

3.2 Work Health and Safety Report Including Employee Assistance Program (EAP) usage

The paper for this item was taken as read. The A/Executive Director, People and Culture provided an update on Work Health and Safety across NALHN.

The Board requested future reports to include trends and benchmarking.

The Board noted and discussed the nature of psychological claims 2023-2024 year to date and sought further clarification/breakdown on claims to date.

Recommendation(s):

1. The NALHN Governing Board noted the Work Health and Safety (WHS) update February 2024, including Employee Assistance Program (EAP) usage.

Action		
Work Health and Safety Report to provide a further break down of psychological claims and the themes for EAP usage.	A/Executive Director, People and Culture	March 2024
An update on Board Mandatory training requirements to be presented to the Board on 13 March 2024.	A/Executive Director, People and Culture	March 2024
An update on Workforce Planning to be presented to the Board on 13 March 2024.	A/Executive Director, People and Culture	March 2024

3.3 Finance Report

The report for this item was taken as read.

Recommendation(s):

1. The NALHN Governing Board Noted the Finance Report for the month of December 2023.

3.4 Performance Report

The report for this item was taken as read.

The Board agreed it would be useful to include data demonstrating baseline and level of improvement on initiatives, value add and priority actions that are in place where metric are indicating red in future reports.

Discussions were held regarding the designated Aboriginal Health professional in the Emergency Department and if the position is vacant or filled.

Recommendation(s):

1. The NALHN Governing Board noted the Monthly Performance Report (Access and Flow) - December 2023.

Action		
A verbal update on the Aboriginal Health Professional in the Emergency Department to be provided to the Board on 13 March 2024.	A/Chief Operating Officer	March 2024

3.5 Demand Management and Patient Flow Committee

3.5.a Chair's Summary

The report for this item was taken as read.

Recommendation(s):

The NALHN Governing Board:

1. Discussed and noted the key achievements, decisions and outcomes of the Chair, Demand Management and Patient Flow Committee to the Board Summary Report.
2. Noted the Minutes of the Demand Management and Patient Flow Committee to the Board meeting held on 13 December 2023.

3.6 Clinical Governance Committee to the Board

The report for this item was taken as read.

Recommendation(s):

The NALHN Governing Board:

1. Discussed and noted the Chair, Clinical Governance Committee to the Board Summary Report.
2. Noted the Unconfirmed minutes of the Clinical Governance Committee to the Board dated 18 December 2023.

4. Matters for Approval

4 Nil

5. Matters for Discussion/Noting

5 Nil

6. Presentations

6 Nil

7. Other Business

7.1 Draft Agenda 13 March 2024

Recommendation(s):

The NALHN Governing Board:

1. Noted the Draft Agenda 13 March 2024, noting additional items to be added.

7.2 SNAP Accreditation

The Board noted that SNAP Accreditation is likely to occur in the coming months with minimal notice.

Discussions were held regarding the National Safety and Quality Health Service Standards Accreditation in November 2021. The Board sought clarification on whether all recommendations from the assessment had been implemented.


Action		
Accreditation Action Plan for 2024 to be presented to Clinical Governance Committee to the Board on 4 March 2024 and through the Chair's Summary to the Board on 13 March 2024.	March 2024	Executive Director, Medical Services I/Executive Director, Clinical Governance Service

Meeting closed: Meeting closed 4.30pm

Next meeting: Wednesday 13 March 2024, 1.00pm – 5.00pm,
CEO Meeting Room | level 2 | Lyell McEwin Hospital

MINUTE AUTHORISATION

Confirmed that these minutes are signed as a true and accurate record of the proceedings of the meeting, as confirmed by the NALHN Governing on 13 March 2024

Chair name: Judy Searle	Signature: 	Date: 13/03/2024
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