



## **Minutes for Yorke and Northern Local Health Network Governing Board**

03/11/2021 | 11:16 AM – 4:30PM AM - AUS Central Time

### **Attendees (6)**

John Voumard; Julianne Badenoch; Liz Malcolm; Roger Kirchner; John O'Connor; David Banham  
Kim Maurits (Executive Support)

### **Agenda**

#### **Welcome, Acknowledgement of Country and Apologies**

The Chair welcomed attendees and recited the acknowledgement.

The Chair noted Glenise Coulthard as an apology

#### **Conflict of Interest Declaration**

Nil

#### **Minutes of Previous Meeting: 6 October 2021**

The minutes were accepted by J. O'Connor and endorsed by the group as a true and accurate record of the meeting.

#### **Meeting Evaluation: 6 October 2021**

D. Banham provided the evaluation from the last meeting.

J. O'Connor offered to evaluate today's meeting and requested the evaluation form be provided.

#### **Action List**

The action list was discussed at the meeting and updated, for distribution with the minutes of this meeting.

#### **Presenters / Visitors**

6.1 Midwifery Model of Care: Liz Bennett, Maternity Unit Manager presented on the midwifery model of care which has been implemented within YNLHN and spoke to the benefits of this for women in the region.

A copy of the presentation was provided for Board members. Key points:

- Five birthing sites in the LHN working together
- Only LHN in South Australia to offer all women birthing continuity
- Winner of SA Health Award
- Supporting other LHN's to develop their model of care
- Model of Care evaluated by Uni SA
- Model of Care presented to the National College of Midwives
- Overseas interest in the Model of Care has been expressed

Liz was congratulated on the work occurring and thanked for her presentation.

6.2 Consumer and Community Engagement: Tracie Hawkins, Senior Adviser Consumer and Community Engagement. Tracie provided an overview of how the Consumer and Community Engagement Strategy was developed.

A copy of the presentation was available to members. Key points:

- Strategy development was led by the Consumer and Community Engagement Work Group
- Publicly released April 2021
- Year One Implementation plan created
- Reports to the Consumer and Community Engagement Board Committee and Executive on actions and achievements
- Commencing CALD and LGBTIQI gap analysis
- Quality Information and Performance (QIP) Hub reporting captures consumer feedback which is monitored by the Quality, Risk and Safety Unit in YNLHN.

Tracie was congratulated on the strategy and thanked for her presentation.

## **In Camera**

The Board held an in camera session from 12:15pm - 1.15pm with Board members only in attendance.

## **LUNCH**

## **Standard Agenda Items**

9.1 Aged Care and Disability Services Board Committee 19.10.21 Minutes (noted)

L. Malcolm provided an overview of the last meeting

- Sign off to engage PWC to undertake Aged Care Planning work.
- Hammill House has had additional resources assigned and progress continues
- Staff shortages remain an issue
- Annual Prudential Statement signed

- Evidence of Board training and the need to clarify this moving forward
- Acknowledgement of J. Badenoch's support to prepare for an unannounced visit which went very well.
- A SIRS incident report needs to be a standing agenda item for the Governing Board monthly meetings.

#### 9.2 Audit and Risk Board Committee Update: N/A Next Meeting 25.11.21

#### 9.3 Clinical Governance Board Committee: 21.10.2021 Minutes

J. Badenoch provided an overview of the last meeting, noting:

- EFNLHN trialling standardised pathway program (SPP) digital platform which encompasses all standards and can be used for clinical notes and this is great for accreditation
- Independent Clinical Practice Improvement Audit Program audit reports has completed the first round of audits
- New appointed MH director Judy O'Sullivan provided an excellent report
- Clinical staffing gaps are a risk
- New nursing model commencing in Port Pirie
- Rehab MoC continues to progress
- Clinician Engagement Strategy is delayed due to insufficient resources and this is a risk.

#### 9.4 Consumer and Community Engagement Board Committee: 20.10.21 Minutes

J. Badenoch provided an overview of the last meeting.

- Community Engagement Strategy is progressing well
- Discussion regarding hearing patient stories on a regular basis

#### 9.5 Finance and Performance Board Committee: 29.10.21 Minutes

J. O'Connor provided an overview of the finance papers, noting

- Reports need additional specificity and J. O'Connor will work with CFO to review requirements for Board reporting.
- Monthly monitoring of expenditure moving forward, noting locum costs continue to be a cost pressure. This is not spelled out in the report and the report needs to evolve to show strategic risks.
- Distribution of activity based funding reporting across sites is provided by RSS and needs to show trending. Graphical representation of activity based funding to be requested from RSS.
- R. Kirchner, J. Voumard, V. Bellifemini and J. O'Connor to meet with RSS to progress.

#### 9.6 Strategic Medical Advisory Committee: N/A Next Meeting 16.11.21

## 9.7 Board Chair Verbal Report: October 2021

J. Voumard provided an overview:

- Attended a facilitated review of the RSS Strategic Plan at Murray Bridge recently. Feedback to co-directors where service gaps exist.
- Tour of Murray Bridge Emergency Department which had been recently refurbished.
- Members would appreciate an understanding what the RSS provides for LHN's, (under the funding arrangement) and what has YNLHN requested from RSS. Arrange further presentations from the RSS for 2022 to aid this understanding. KIM to discuss with JV
- HAC conference recently attended and copies of presentations are to be distributed for interest.
- Recent meetings held between state-wide Chairs/CEO's and Chairs/Minister meeting.

## 9.8 CEO Board Report: October 2021

R. Kirchner provided an overview on:

- The recent acquisition and commencement of a mobile vaccination clinic
- 15 staff remain unvaccinated and are currently on planned leave
- The LHN is preparing a plan to manage positive community cases post border openings from 23 November 2021
- Staff awards are being planned for 2022
- 1FTE ASO6 Closing the Gap position is in progress

## 9.9 Financial Reporting September 2021

K. Samuel joined the meeting and spoke to the finance reports. Members requested an update on review of budget process and budget guidelines. Noted that Onno Van der Wel working through the CFO group re Grand Funded Unit modelling and this work is expected to be finalised in December 2021.

J. O'Connor clarified that COVID-19 costs are an allowable overspend. Noted that DHW has requested the two COVID expenditure lines on Portfolio Performance Report Consolidated (PPRC) are separated to distinguish vaccine costs and other COVID-19 costs.

Discussion re Independent Living Units operating as rentals not independent living units and the agreement process surrounding this deregistration required by the Retirement Villages Act is unclear.

L. Malcolm requested this is added to the Risk Register as YNLHN may be non-compliant.

## 9.10 Performance Report: September 2021

Noted.

## **Matters for Decision**

### 10.1 For Approval: ACFI Management Proposal

The Board noted the paper and unanimously endorsed the proposal to procure Provider Assist.

### 10.2 For Approval: YNLHN Service Level Agreement 2021-22

The Board noted the paper and after some discussion regarding the poor editorial content of the document unanimously endorsed the application of electronic signatures of the Chair and CEO prior to submitting the SLA to DHW for countersigning by CE.

Noted that the document would benefit from a thorough review and professional editing.

Clarification to be sought from Director Aboriginal Health if the three Aboriginal Health strategies mentioned in the document are in place in YNLHN.

Members requested quarterly briefings are provided to identify any issues in meeting SLA requirements.

### 10.3 For Approval: YNLHN Budget Allocation Framework

The paper was noted. The Board unanimously endorsed the recommendation to engage a contractor to undertake this work.

## **Matters for Discussion**

### 11.1 Balaklava Hospital Service Plan

The paper was noted. R. Kirchner noted that progress on the service plan will be monitored by site QRSOC teams. Funds have been allocated to progress the improvements noted in the service plan.

### 11.2 Historical Aged Care Bank Accounts

The paper was noted.

## **Other Business**

12.1 Further in camera held session was held from 4.15pm - 4.25pm with Board members only

## **Matters for Noting**

13.1.1 Balaklava Riverton HAC: Next Meeting: 25.11.21

13.1.2 Lower North HAC: N/A

13.1.3 Mid North HAC: 5.10.21 Minutes - copy of letter requesting lease of Peterborough property leased by Uniting Country required

13.1.4 Northern Yorke Peninsula HAC: N/A

- 13.1.5 Port Broughton District HAC: 21.10.21 AGM Minutes
- 13.1.6 Port Pirie HAC: 26.10.21 Meeting and AGM Minutes (draft)
- 13.1.7 Southern Flinders HAC: 28.10.21 Minutes N/A
- 13.1.8 Yorke Peninsula HAC: 20.10.21 Minutes N/A
- 13.2 Annual Prudential Compliance Statement

## **Correspondence**

14.1 Letter from Galpin Auditors - Audit Management Letter and Report - Aged Care Prudential Compliance Audit.

Noted and ratified the execution of the annual prudential compliance statement by the CEO on 22 October 2021.

14.2 Letter from Sam Farrugia - Consumer, Carer and Community Engagement Opportunities DHW  
Noted. Acknowledgement of letter to be sent from Chair to Sam Farrugia.

14.3 Minute from Minister - LHN Governing Board Meeting Papers  
Noted.

## **Meeting Close**

15.1 Date of Next Meeting: 1 December 2021 at Clare. Board/Executive forum to follow with keynote speaker on workplace culture.

Agenda items Due 22 November 2021

Meeting Closed 4.30pm