

**Nepean Blue Mountains Local Health District
Board Meeting**

DATE: 19 June 2019 TIME: 4.00pm – 6.30 pm

VENUE: ICET, West Block Nepean Hospital

MINUTES

Attendees: (P) Present (A) Apology (Ab) Absent

BOARD MEMBERS			
The Hon. Peter Collins, AM QC (Chair)	P	Mr Greg Allchin (Deputy Chair)	P
Mr Murray Austin	P	Dr Linda McQueen	P
Dr Andrew Keegan	P	Mr Joseph Grassi	P
Mr Gary Smith	P	Mr Colin Lenton	A
Ms Kath Skinner	A	Professor Jennifer Reath	P
Mr Clarke Scott	P	Associate Professor Stephen Fuller	P
Associate Professor Ian Seppelt	P		
NBMLHD EXECUTIVE & STAFF			
Ms Kay Hyman, Chief Executive	P	Ms Julie Williams, Executive Director Nursing & Midwifery	A
Ms Clair Ramsden, Executive Director Operations	P	Ms Jacqui Clark, Executive Director People & Culture	P
Ms Rebecca Beech, Executive Director Finance & Corporate Services	P	Mr Kevin Hedge, Director Allied & Population Health	P
Ms Caroline Noonan-Edwards, Director Media & Communications	A	Ms Debbie Wyburd, Executive Director Clinical Governance	P
Ms Rasha Kiswani, Director Planning	P	Ms Kim Maddock, Nursing & Midwifery	P
MEDICAL STAFF COUNCIL & JUNIOR MEDICAL STAFF REPRESENTATIVES			
Dr Nhi Nguyen, Chair, Nepean Medical Staff Council	A	Dr Jim Kalantar, Chair Blue Mountains Medical Staff Council	P
Dr Amanda Stevanovic, Nepean Medical Staff Council	P		
WENTWORTH HEALTHCARE LIMITED (Primary Health Network)			
Ms Lizz Reay, CEO	P		

1. OPENING AND WELCOME OF COUNTRY

The Chair welcomed attendees to the Nepean Blue Mountains Local Health District Board meeting and opened with an acknowledgment to country. Apologies were noted.

2. DECLARATION OF ANY CONFLICT OF INTEREST

The Chair asked members to advise any changes to the conflicts of interest register. No changes were declared.

3. MINUTES OF PREVIOUS MINUTES

The minutes of the meeting held on 15 May 2019 were accepted as a true and accurate record of the meeting.

Moved: Mr Allchin

Seconded: Dr McQueen

Action: Endorsed by the NBMLHD Board.

4. CHAIRMAN'S REPORT

Chair of Boards Committee meeting

The Chair reported that the Council of Board Chairs meeting is scheduled on Monday, 24 June. This will be the first meeting following the Federal election. The Chair noted the recent State budget, which is effected by the slowing economy and depressed property market.

Emergency Department, Nepean Hospital

The Chair outlined his recent experiences at Nepean Emergency Department identifying opportunities for improvement. The Chair also identified the importance of personal/friends' experiences to be conveyed to the Executive where these identify potential improvements.

5. CHIEF EXECUTIVE REPORT

The Chief Executive highlighted the following items from her June 2019 report:

New Director of Planning

The Chief Executive introduced Ms Rasha Kiswani who has been appointed as the Director Planning, Nepean Blue Mountains Local Health District. Members were advised that Ms Kiswani has extensive experience in health planning and system change.

Nepean Hospital and Integrated Ambulatory Services Redevelopment

Members noted that the Nepean Hospital and Integrated Ambulatory Services Redevelopment information is reported in the Chief Executive report. The Chief Executive brought attention to recent budget announcements noting that the earlier dates identified for Nepean are the dates the project is currently working towards.

Mental Health Capital Program

The Chief Executive reported that the District will be receiving funding to support long stay Mental Health patients transition to community living. The District is awaiting further advice.

Construction Completion

The Chief Executive reported that the Blue Mountains Renal Dialysis Unit and Cancer Care building have been completed and transferred to the District. A smoking ceremony was held at the dialysis unit on Monday, 24 June.

Combined Integrated Care Committee

The Chief Executive advised that Terms of Reference are being developed for a combined NBMLHD and NBMPHN Integrated Care Boards' sub-committee. The sub-committee will four times per year and report a KPI set to both boards.

Key Performance Indicators

The Chief Executive reported on the performance reports (Appendix 5.1) Members were advised that the District has received funding enhancement to reduce median wait times for hip and knee replacement surgery. Additional cases will be undertaken prior to 30 June 2019. Prof Reath brought attention to the importance of monitoring re-presentation/readmission rates.

Dental Vans to schools

The Chief Executive reported on the Dental Vans to Schools Program. Members noted that funding for this service will be in addition to the standard service agreement.

MRI Service, Lithgow

The Chief Executive reported that the business case for the MRI scanner is not complete at this time. The District has until 30 June 2020 to take up the license.

Mr Austin arrived 4.18pm.

Hydrotherapy at BMDAMH

The Chief Executive reported on the consumer meeting held today. Members were advised that the meeting was attended by 37 people. Attendees were provided with information on the new programs and the benefits of those programs. Small numbers of attendees continued to voice concern about service changes. Ongoing discussions will be held with a consumer group. Dr McQueen highlighted there is a local neighbourhood centre in the Blue Mountains that may be able useful in future discussions.

Mr Grassi arrived 4.29pm

People Matter Employee Survey

The Chief Executive reported that the People Matters Survey has opened and closes on Friday, 28 June. Response rates are currently higher than the same time last survey and we hope to achieve a 40% response rate.

May results

The Chief Executive reported that the May result is \$12.7M unfavourable with our activity essentially on target. Ms Beech confirmed that whilst the \$12.7M does not carry forward to the new financial year, the issues that caused the deficit do.

2019/20 Service Agreement

The Chief Executive noted the draft correspondence as tabled. The draft letter was endorsed at the June Finance & Performance Committee for review by the Board, noting that information not available until after the end of the financial year is required to finalise the letter.

Child Care Centre

Mr Smith inquired on the location of the new Child Care Centre. The Chief Executive stated that the centre will be located on the current site of the Nepean Redevelopment hub. The service should be operational by Easter 2020. Mr Scott questioned whether the new centre was smaller than the current. The Chief Executive advised that whilst the total square meterage was reduced the building design is more efficient and meets/exceeds standards.

5.1 Appendix 1: Performance Reports (ETP, TOC, ESAP)

Members noted the attached performance reports.

5.2 Appendix 2: NSW Health League Table May 2019

Members noted that attached report.

6. NEPEAN HOSPITAL AND INTEGRATED AMBULATORY SERVICES REDEVELOPMENT

Members noted this item was reported in the Chief Executive report.

7. FEEDBACK FROM MEDICAL STAFF COUNCIL

7.1 Nepean Medical Staff Council

Dr Stevanovic reported that the new MRI for Nepean Hospital has been delayed for a week.

Dr Stevanovic reported that Dr Peter Flynn will be representing the Nepean Medical Staff Council at a meeting with the Hon. Brad Hazzard, Minister for Health and Medical Research. The Minister is hoping to gain an overview of Local Health District collaboration between the Board and the Medical Staff Councils. Mr Allchin confirmed that Dr Flynn will be reporting that the NBMLHD model demonstrates a good relationship between the Board and the MSC.

7.2 Blue Mountains Medical Staff Council

Dr Kalantar reported on One Hospital in the Blue Mountains and asked for Board support to lobby to NSW Ministry of Health on the allocation of \$4.5M planning funding. The Chair highlighted that the Board recognises this was a priority and would support activities to identify funds for this purpose. Mr Austin noted the requirement to understand One Hospital in the context of the asset strategic plan and strategic planning for the LHD overall. Agreed that NBMLHD pursue funding opportunities to secure planning funding.

Moved: Mr Allchin

Seconded: Dr Keegan

Action: Endorsed by the NBMLHD Board.

District Medical Staff Council

Dr Kalantar reported that the District Medical Staff Council have held their second meeting.

Members were reminded that this the LHD wide meeting which facilitates all medical staff the opportunity to be involved across the District. Dr Kalantar reported that the members of the Medical Staff Councils were asked to forward their expression of interest for representation on the Board sub-committees. Members' acknowledgement that the Board sub-committees terms of reference will need to be amended to incorporate DMSC membership.

Members held discussion on the recent recipients of the Queen's Birthday honours.

Action: Chair to express congratulations to Dr John England on his award.

8. WENTWORTH HEALTHCARE LIMITED (PRIMARY HEALTH NETWORK) –

Ms Reay reported on the following:

- Dr Tony Rombola has been appointed as the Chair of the Wentworth Healthcare Limited.
- Nepean Blue Mountains Primary Health Network will be launching their 5 year strategic plan. Copies will be distributed in the near future.
- Members were advised of the additional funding for services within the NBMPHN region. These include Katoomba Headspace, new addiction services in Penrith and Hawkesbury.
- Members were advised that Penrith has been nominated as the new NSW Adult Mental Health hub.
- Regional Mental Health Foundation plan and a number of initiatives to work on integration.
- Lithgow headspace satellite has officially opened.
- National Mental Health Commission survey will provide a report on the 5th National Mental Health Plan. Members were advised on the reporting process.
- Members noted the Health Care Homes Trial does include the Nepean Blue Mountains region. Ms Reay reported on the model of care for people with chronic disease and the new funding model. The trial has been extended to 2021 to review the results.
- NBMPHN Quality Improvement incentive payment process has been changed. It is anticipated that the changes will encourage a higher number of GPs to participate in the process. Ms Reay reported the process will be rolled out nationally.

9. NBMLHD RESEARCH & EDUCATION FOUNDATION

HPRM 19/9680 Nepean Blue Mountains and Medical Research Foundation Limited – Fundraising Agreement – Executed

Mr Grassi reported that the attached NBM and Medical Research Foundation Limited – fundraising agreement has been executed. Members noted that an application has been lodged to the Australian Taxation Office as a fundraising body. Prof Reath asked for clarification on the funding provided to the Foundation from the LHD. Mr Grassi reported that whilst the clause in the agreement allows this there has been none to date and may not be in future.

Any future foundation request for Local Health District funding would come to the Board for consideration.

10. WORK, HEALTH & SAFETY

10.1 Board Members' Advice to NBMLHD Executive

Nil report.

10.2 NBMLHD Executives' Advice to Board

Ms Ramsden reported on a recent incident that occurred in the Emergency Department, Nepean Hospital.

11. ACTION SHEET

11.1 Medicare Ineligible Patients

The Chief Executive reported on the outstanding balance of Medicare ineligible patient fees is \$2.13M and there is a continuing class action case. Ms Beech reported that NBMLHD has written off a total of \$300K for the current financial year for Medicare ineligible patients. Dr McQueen asked if this item could be discussed at the next Council of Board Chairs meeting.

Action:

- 1. Chief Executive to provide this financial year outstanding debt for the Medicare Ineligible Patients to the July board meeting.**
- 2. Chair to discuss to Council of Board Chairs meeting.**

11.2 Representation on the Board Sub Committees from the District Medical Staff Council

The Chief Executive reported that the District Medical Staff Council representatives will be provided at the July Board meeting for endorsement.

Action: For July Board agenda.

11.3 Nurses' & Midwives representative at future Board meetings

The Chief Executive noted the current Board meeting attendees include the nursing and midwifery and allied health professional leaders and asked Ms Maddock and Mr Hedge to outline the processes that apply to their professions with regard to the dissemination of information from/to the Board and feedback.

Ms Maddock advised that information is relayed by the Executive Director of Nursing & Midwifery through the monthly Senior Nurses' Council Meetings, provides a two way conduit for information.

Mr Hedge advised that for allied health the monthly lead clinicians meeting fulfils the same function and noted that allied health are well represented at Board Sub-Committee forums.

The Board agreed that this information enables the action to be closed.

11.4 Business case for MRI Service at Lithgow

As discussed in the Chief Executive report.

11.5 Aboriginal Health Joint NBMLHD and NBMPHN Network Committee

Mr Hedge reported on the Joint Aboriginal Health NBMLHD and Primary Health Network Committee. Members were advised that governance arrangements propose the inclusion of

the Greater Western Aboriginal Medical Service. There was discussion with regard to the inclusion of GWAMS and it was agreed that there needs to be further consideration of the point/s of interface with GWAMS

11.6 Cost / Award increases and potential impact on budget

The Chief Executive reported that this item is highlighted in the draft 2019/20 Service Agreement letter to NSW Ministry of Health.

11.7 Complaints summary from May Board meeting

Members were provided with a complaints summary template. The summary will provide more comprehensive details on complaints, actions taken and outcomes.

11.8 HPRM 19/11159 Aggression Incident Reporting 1 July 2014 to 31 May 2019

Members were provided with the Aggression Incident Report July 2014 to May 2019. Ms Clark highlighted that the report gives a comparison with Western Sydney Local Health District as the only comparator available. Members were advised how incidents are reported and how training is provided to staff. Ms Clark reported that the Peter Anderson Security Report recommendations are currently being worked through. The Chief Executive advised that the second part of the Anderson report will have a Regional / Rural focus. Mr Smith asked if the report will be submitted for the Work, Health & Safety sub-committee in July and this was confirmed.

11.9 Letter to NSW Health Minister & NSW Treasurer regarding reduction in funding

The Chief Executive reported that this is included in the 2019/20 Service Agreement letter to NSW Ministry of Health.

11.10 Letter to Prime Minister regarding funding commitment toward Nepean Cancer and Wellbeing Centre

The Chair reported that he has drafted a letter to the Prime Minister and Treasurer regarding funding for the Nepean Cancer and Wellbeing Centre. The final draft will be available in the near future.

12. CORRESPONDENCE IN

Nil.

13. CORRESPONDENCE OUT

13.1 HPRM 19/11373 Response to complaint regarding care provided to Mr William McAllister at Nepean Hospital.

Members noted the correspondence was uploaded to the Board portal for information.

14. COMMITTEE REPORTS

14.1 Aboriginal Health

Members noted the attached Aboriginal Health Committee quadrant report. Mr Scott reported that the NBMLHD Aboriginal Health Plan 2019-2023 was presented to the Committee for endorsement.

14.2 Audit & Risk Committee

Nil meeting scheduled in this period.

14.3 Clinical Services Development

Members noted the attached Clinical Services Committee quadrant report.

14.4 Finance & Performance

Members noted that the Finance & Performance Committee reports have been uploaded to the Board portal.

Ms Beech provided members with a comprehensive report for the year to date results and end of year forecast. Mr Smith brought attention to overruns from other Local Health Districts and the Ministry league table. The Chief Executive reported that NBMLHD is on target in terms of activity.

14.5 Health Care Quality Committee (HCQC)

Members noted the attached HCQC Quadrant report. Prof Reath advised that there has been recent positive results for Legionella testing with the appropriate actions taken.

HCQC Sub Committee update:

As requested, to provide all Board members with a greater understanding of the work of the various sub-Committees, the first update relating to HCQC was provided by Ms Wyburd. Members were advised that the role of this sub-committee is to review patient quality and safety outcomes and ensure that there is good governance in place. Sample agenda provided. Prof Reath highlighted that there is a balance of the right information and monitoring for quality improvement. The process ensures good engagement and collaboration.

14.6 Medical & Dental Staff Appointments Advisory Committee (MDAAC)

Members noted the attached minutes for June 2019 are for information. Mr Allchin brought attention to the number of VMOs who are working on conditional health clearance. Ms Clark reported on the Staff Health processes and an increased focus on proactivity. Members noted that NSW Ministry of Health policy has a detailed process which allows suspension if staff do not comply.

14.7 Research Committee

Nil meeting.

14.8 Workforce & Culture

Nil meeting.

14.9 Work, Health & Safety Committee

Nil meeting.

15 BUSINESS WITHOUT NOTICE

Nil business without notice.

16 FOR INFORMATION ONLY

Nil.

The meeting closed at 6.17pm.

17 NEXT MEETING

Date: Wednesday, 17 July 2019
Time: 4.00pm – 6.30pm
Venue: Nepean Cancer Care Centre, Nepean campus

Meeting: Nepean Cancer Care Services
Time: 3.30pm – 4.00pm – prior to Board Meeting
Venue: Nepean Cancer Care Centre, Nepean campus

Nepean Blue Mountains Local Health Board Minutes 19 June 2019.



The Hon. Peter Collins, AM, QC.

Date: 17 / 07/2019