

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

DATE: 17 April 2019 TIME: 4.00pm – 6.30 pm

VENUE: Large Rehab Room, Lithgow Hospital campus

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	P
Ms Kath Skinner	P	Professor Jennifer Reath (<i>via teleconf</i>)	P
Mr Clarke Scott	A	Associate Professor Stephen Fuller (<i>via teleconf</i>)	P
Associate Professor Ian Seppelt	P		
NBMLHD EXECUTIVE & STAFF			
Ms Kay Hyman, Chief Executive	P	Ms Julie Williams, Executive Director Nursing & Midwifery	A
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	A
Ms Clair Ramsden, Executive Director Operations	A	Ms Jacqui Clark, Executive Director People & Culture	P
Ms Phillipa Venn-Brown, A/Director Planning (<i>via teleconf</i>)			
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	A
Dr Peter Flynn	P		
WENTWORTH HEALTHCARE LIMITED (Primary Health Network)			
Ms Lizz Reay, CEO	A		

1. OPENING AND WELCOME OF COUNTRY

The Chair opened the Nepean Blue Mountains Local Health District Board meeting. Apologies were noted. Ms Scott welcomed the NBMLHD Board members to Wiradjuri country.

2. DECLARATION OF ANY CONFLICT OF INTEREST

The Chair asked members to declare any conflicts of interest. Prof Seppelt responded that he had provided amendments to the secretariat.

3. MINUTES OF PREVIOUS MINUTES

The minutes of the meeting held on 20 March 2019 were accepted as a true and accurate record of the meeting with a minor amendment in the Health Pathways discussion.

Moved: Mr Lenton

Seconded: Mr Allchin

Action: Endorsed by the NBMLHD Board.

4. CHAIRMAN'S REPORT

The Chair noted the pre Board meeting discussion that had taken place with Lithgow Councillors. The issues raised by Councillors were noted. See further comments in Chief Executive report below.

The Chair noted that the Nepean Medical Staff Council are approaching candidates for the Federal election with regard to funding for the Nepean Cancer & Wellness Institute.

5. CHIEF EXECUTIVE REPORT

The Chief Executive asked members to note the report as provided in the agenda for the month of March 2019 and highlighted the following:

Pre Board meeting with Lithgow Council Members

The Chief Executive brought attention to the items raised by the Lithgow Council and stated that the next meeting with Lithgow Council will be organised differently to ensure there is more value out of the session.

Nepean Hospital Redevelopment

Members were provided with an update of the Nepean Redevelopment. It was agreed that the Nepean Hospital Redevelopment will be an agenda item for future Board meetings. This will ensure regular updates are provided. The Chief Executive reported that all works are progressing on schedule and opening events will be advised. Health Infrastructure will again be presenting to the Board during 2019.

Action: Secretariat to add Nepean Hospital Redevelopment to Board agenda.

Aboriginal Health Service

The Chief Executive reported that the Nepean Aboriginal Health Service on the corner of Lawson and Henry Streets is now open and providing clinical services.

Dental vans to schools

The Chief Executive highlighted the pre-election promise to provide dental vans to schools in Western Sydney Local Health Districts. Members were advised that following discussion with NSW Ministry of Health it was agreed that the vans can support children across the Greater Western Sydney region as opposed to Western Sydney Local Health District exclusively. An implementation plan is to be developed and will be presented to NSW Ministry of Health by the end of April.

Blue Mountains Dialysis service

The Chief Executive reported that the Blue Mountains Dialysis Service will be opening in July 2019. This will reduce travel time for those patients living in the Blue Mountains and Lithgow communities.

MRI Scanner in Lithgow

The Chief Executive reported on the recent announcement that a MRI Scanner license has been approved for the Lithgow area. Members held discussion on the patient load for MRIs. The Chief Executive stated that further information will be provided at the June Board meeting by which time the work will have been undertaken to determine the cost benefit analysis. Ms Skinner suggested that the scanner may be utilised for the Bathurst community.

Members held discussion on the costs associated with an MRI service and asked if additional funding has been offered to cover staff, accommodation and related cost. The Chair emphasised the need support our local community in Lithgow with quality health services.

Action: Chief Executive to provide business case on the proposed MRI service at Lithgow at the June Board meeting.

Headspace

The Chief Executive reported on the recent election promise of a possible Headspace service for Youth Mental Health Service located at Katoomba.

Vale: Elizabeth O'Neil

The Chief Executive reported on the passing of the late Ms Elizabeth O'Neil. Board members acknowledge Elizabeth's extensive career at the State and National level as a leader in HIV and related programs. Her contribution to the World Health Organisation have been acknowledged throughout her career. The Chief Executive that she had extended the Board Members' sympathy in a letter to Elizabeth's husband.

International visitors to Nepean Hospital

The Chief Executive reported on a visit from international delegates who toured Nepean Hospital to observe, learn and compare models of healthcare. The visit was a sponsored arrangement for the Social Media and Critical Care conference held at the International Convention Centre from 25-29 March 2019.

Oral Surgery Program

The Chief Executive reported that the first graduates from our Oral Surgery program are now specialist registered. This is the first the University of Sydney post-graduate program has

been run outside the Dental Hospital. The feedback from graduands of the program have been extremely positive.

One Born Every Minute

The Chief Executive reported that NBMLHD was approached by the producers of “One Born Every Minute” a television show originally produced in England. Since writing the Chief Executive Report it was with disappointment the Chief Executive reported they have advised they will not be using Nepean Hospital for the series in Australia.

Senior Appointments

Members were introduced to Ms Jacqui Clark the new Director, People and Culture. Jacqui joined the District from 1 April 2019. The Chief Executive stated that Jacqui has extensive experience and has already made a positive impact in her first weeks in the role.

The Chief Executive reported that Ms Rasha Kisswani has been appointed as the new Director Planning will be commencing on Monday, 3 June. The Chief Executive thanked Ms Venn-Brown for covering the role while recruitment has been finalised. Members were advised that Ms Kisswani brings a different skill set with good experience in Strategy and Planning.

March Results

The Chief Executive reported the financial result for March 2019 is \$9.894M unfavourable with our activity essentially on target.

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

Members noted the attached performance reports. The Chief Executive brought attention to Activity reports and noted a reduction in average length of stay in medical services. The Chief Executive noted that this allows earlier transfer of patients from the Emergency Department to inpatient beds. Members held discussion on the winter season that is approaching. The Chief Executive reported on the winter plans that have been put into place including staff vaccination program.

5.2 NSW Ministry of Health January League Table

Members noted that attached report. Members noted the unfavourable result for Local Health District across New South Wales.

Cyber security

The Chief Executive reported that over the past weekend a malware attack happened in NSW Health. The attack has only affected one computer within NBMLHD.

NSW Ministry of Health Annual Hindsight Meeting

The Chief Executive provided members with an overview of the recent meeting with NSW Health. Members were advised that there has been a significant increase in psychological injuries. NBMLHD has been noted as efficient in closing complex cases in a timely manner.

Managed Equipment Service

The Chief Executive reported on the new process of financing medical imaging equipment. Members were advised that the new process is anticipated to save costs. This will mark a significant change in NSW Health financing arrangements and a new partnership with Phillips.

6. FEEDBACK FROM MEDICAL STAFF COUNCIL

Nepean Medical Staff Council

Dr Flynn reported on behalf of the Nepean Medical Staff Council. Dr Flynn brought attention to the \$200M request for the Cancer Care from the Federal government. Dr Flynn provided members with an overview of the Nepean Hospital Redevelopment progress to date.

Mr Allchin noted the relationship between the NBMLHD Board and the Nepean Medical Staff Council. Dr Flynn reported on the election of the Chair, Medical Staff Council.

Dr Flynn reported that the new MRI will be operational at Nepean on 10 June 2019.

7. WENTWORTH HEALTHCARE LIMITED (PRIMARY HEALTH NETWORK) –

Nil report.

8. NBMLHD RESEARCH & EDUCATION FOUNDATION

Nil report.

9. WORK, HEALTH & SAFETY

9.1 Board Members' Advice to NBMLHD Executive

Nil report.

9.2 NBMLHD Executives' Advice to Board

Nil report.

10. ACTION SHEET

10.1 Medicare Ineligible Patients

The Chief Executive reported that she will be attending the Medical Staff Council meeting in the near future.

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

The Chief Executive reported that the first District Medical Staff Council meeting occurred on Thursday, 21 March. The new elected Chair, Dr Jim Kalantar has asked for additional time to coordinate the Board sub Committee representatives. In the interim, the nominated representatives from Nepean Medical Staff Council will continue to attend.

10.3 Nurses & Midwives representative at future Board meetings

The Chief Executive reported on that Ms Julie Williams, Executive Director Nursing & Midwifery is the professional lead for Nurses & Midwives. Ms Williams attends the Board meeting each month. Mr Allchin highlighted that this request is to encourage open communication with Nursing & Midwifery staff. After extensive discussion it was agreed that the Chair, Chief Executive, Mr Allchin and Ms Skinner will meet and provide a recommendation to the Board at the June meeting.

Action: For discussion at the June Board meeting.

10.4 HPRM 19/4258 Clinical Services Strategic Planning and Development Sub Committee Terms of Reference 2019

Action: Endorsed by the NBMLHD Board.

10.5 HPRM 19/2760 NBMLHD Enterprise Risk Management Appetite Statement DRAFT

The Chief Executive noted the appetite statement was circulated prior to the February Board meeting. Questions raised at the March meeting and subsequent have now been resolved. The Chief Executive asked the Board for endorsement of the document noting that the Statement is scheduled for review in its entirety in September.

Action: Endorsed by the NBMLHD Board.

11. CORRESPONDENCE IN

11.1 HPRM 19/6218 Bureau Health Information – NSW Patient Survey Program Strategy 2019-2022

11.2 HPRM 19/6491 Email to the Chair of the Board regarding the Hydrotherapy Pool at Blue Mountains

The Chair reported the attached correspondence is for noting.

12. CORRESPONDENCE OUT

12.1 HPRM 19/6492 Acknowledgement email to NBMLHD Board complaint re Hydrotherapy pool at Blue Mountains Hospital from Margaret Hamilton

12.2 HPRM 19/6562 Letter of congratulations to Ms Maddison Williams re author of a chapter in Our Voices second ed. – focus on the importance of Aboriginal Hospital Liaison Officers

12.3 HPRM 19/6564 Thank you letter to Food Services in providing sample meals at the March Board meeting

12.4 HPRM 19/6910 Letter of response to Mrs Tracy Walker re husband's stay at Blue Mountains District ANZAC Memorial Hospital

The Chair reported the attached correspondence is for noting.

13. COMMITTEE REPORTS

13.1 Aboriginal Health

Members were advised that the Aboriginal Health sub-committee report has been uploaded to the portal. Mr Hedge reported on the potential of a joint committee with Nepean Blue Mountains Primary Health Network. Members were advised further feedback will be reported at the June Board meeting.

Action: For discussion at the June Board meeting.

13.2 Audit & Risk Committee

Nil report.

13.3 Clinical Services Development

Mr Smith brought attention to the Clinical Services Quadrant Report. Members held discussion on the role of the Medical Staff Council representatives.

13.4 Finance & Performance

Members noted that the Finance & Performance Committee meeting was held on Monday, 15 April and reports have been uploaded to the Board portal. The Chair brought attention to those costs that are out of the District's control for example award increases and general inflation and the impact when Service Agreement funding does not adequately cover these costs. The Chair asked for further information on what will be a realistic saving on how achievable our targets are.

Action: Chief Executive to provide briefing update at the June Board meeting.

13.5 Health Care Quality Committee (HCQC)

Members noted the attached quadrant report has been uploaded to the Board portal. Dr McQueen reported on the items that have been highlighted through HCQC. Of note relating to medication errors is that fact that electronic medical management systems which are being implemented across the state should impact positively and yet comparisons do not note which hospitals have EMM in place.

13.6 Medical & Dental Staff Appointments Advisory Committee (MDAAC)

Members noted the minutes for information on Board portal.

13.7 Research Committee

Members were provided with a Quadrant report. Ms Austin reported on the activity of Research and a plan to engage with external partners.

13.8 Workforce & Culture

Mr Smith reported that the quadrant report will be available at the May Board meeting.

Action: Workforce & Culture quadrant report to be submitted to the May Board meeting.

13.9 Work, Health & Safety Committee

Mr Smith reported that the quadrant report will be available at the May Board meeting. Mr Smith brought attention to violence by patients and visitors against staff. Mr Smith reported that a further update to identify of what the issues may be and what are the strategies that could be put in place will provided at the next WHS Committee meeting.

14 BUSINESS WITHOUT NOTICE

Dr Flynn reported on the opportunity of a Nepean Cancer and Wellness Institute. Mr Allchin brought attention to the opportunity to use 'a name' in the research title as a fund raising opportunity.

15 FOR INFORMATION ONLY

Nil.

The meeting closed at 5.56pm.

16 NEXT MEETING

Date: Wednesday, 15 May 2019
Time: 4.00pm – 6.30pm
Venue: Springwood Community Health Centre

Meeting: Primary Care and Community Health
Time: 3.30pm – 4.00pm – prior to Board Meeting
Venue: Springwood Community Health Centre

Nepean Blue Mountains Local Health Board Minutes 17 April 2019.



The Hon. Peter Collins, AM, QC.

Date: 15 / 5 / 2019