

Minutes

SESLHD Board Meeting

Wednesday 28 February 2018

4.30pm – 7pm

Worrall Theatre, Level 1, Worrall Block, Sydney/Sydney Eye Hospital

Present and Apologies

Board Members:

- Mr Michael Still (Chair)
- Mr Jonathan Doy
- A/Professor Robert Farnsworth
- A/Professor Peter Gonski
- Dr Debra Graves
- Mr Liam Harte
- Dr Greg Levenston
- Janet McDonald
- Mr Neville Mitchell
- Ms Helene Orr
- Professor Allan Spigelman

In Attendance:

- Mr Gerry Marr – Chief Executive
- Mr Mark Shepherd – Director of Programs and Performance
- Ms Karen Foldi – Director of Finance
- Dr James Mackie – Medical Executive Director
- Ms Kim Olesen – Director of Nursing and Midwifery Services
- Dr Greg Kaufman – Chair of Medical Staff Executive Council
- Ms Julie Dixon – Director of Planning, Population Health and Equity (*until item 3.7*)

Apologies:

- Ms Patricia Azarias, Board Member

Secretariat:

- Ms Nicole McGregor – Executive Officer to the Chief Executive and Board Secretary

Focus Areas

Focus 1: Presentation

Progress on Research Strategy

Associate Professor Chris White attended the start of the Board meeting to present on the progress on the SESLHD Research Strategy.

The following key points were noted:

- A/Prof White outlined the research objectives for SESLHD and their linkages to the *SESLHD Journey to Excellence Strategy 2018-2021*.
- A governance and committee structure for research is being established to oversee progress on the research strategy.
- The impact of successful research in SESLHD was highlighted through local examples.

The Board discussed the importance of engagement of clinicians in the research process in SESLHD. It was noted that other Local Health District have well-developed and mature research models that SESLHD can learn from.

The Board discussed the engagement of external partners, such as the universities and external organisations in the industry, in research activities in SESLHD.

The Board thanked A/Prof White for his presentation and acknowledged the work he has undertaken since his appointment, to progress the research agenda in SESLHD.

Focus Areas

Focus 2: Presentation

Mental Health First Aid Youth Program

The following guests were invited to present to the Board on the Mental Health First Aid Youth Program:

Julie Dixon, Director of Planning, Population Health and Equity

Ruth Hennessy, Mental Health First Aid Youth Strategic Advisor

Isabelle Wilson, Youth Community Member

The guest presenters showed the Board a short video on the Mental Health First Aid Youth Program, which is an evidence-based program which teaches first aid skills in helping youths experiencing mental health problems, in a mental health crisis situation, or in the early stages of mental illness. The project has been led by the Board Community Partnerships Subcommittee. The project has been evaluated and demonstrated to be highly successful and shown positive outcomes.

The Board commended the project and the dedication of all partners involved. The Board discussed the expansion of the project, and other initiatives of the Board Community Partnerships Subcommittee, to include additional local councils and the Justice Health and Forensic Mental Health Network.

Administration

1.1. Present and Apologies

The Board noted those present and the apologies received.

1.1.2. Welcome to new SESLHD Board Member

The SESLHD Board welcomed Dr Gregory Levenston as a new member of the SESLHD Board.

1.2. Declaration of Interests

Nil declarations of interests made.

1.3. Minutes of the SESLHD Board meeting held Wednesday 22 November 2017

Resolution 322

The Board resolved to approve the minutes of the SESLHD Board meeting held on Wednesday 22 November 2017 as an accurate record of proceedings.

1.4. Minutes of the Finance and Performance Committee meeting held Monday 28 November 2017

The minutes of the meeting of the Finance and Performance Committee held on Monday 28 November 2017 were noted.

1.5. Minutes of the Healthcare Quality Committee meeting held Monday 11 December 2017

The minutes of the Healthcare Quality Committee meeting held on Monday 11 December 2017 were noted. The Board was advised that accreditation is occurring later this year and is being monitored by the Healthcare Quality Committee.

1.6. Minutes of the Community Partnerships Committee meeting held Monday 4 December 2017

The minutes of the meeting of the Community Partnerships Committee held on Monday 4 December 2017 were noted. The Board was advised that the topic of palliative care has been referred from the Community Partnerships Subcommittee to the Healthcare Quality Subcommittee for review and discussion.

The Chair of the Community Partnerships Subcommittee advised that the committee charter is being amended to allow for four Board members to participate in the committee. The Chair of the Community Partnerships Subcommittee advised that she will be stepping down from the role at the end of the calendar year, and acknowledged the Planning, Population Health and Equity Directorate for their hard work and support of the committee.

The Board discussed the National Disability Insurance Scheme (NDIS) and resolved to have further information and a presentation provided on this topic at a future Board meeting.

Action: Information and a presentation on the NDIS to be provided at a future Board meeting.

1.7. Minutes of the Audit and Risk Management Committee meeting held Wednesday 6 December 2017

The minutes of the meeting of the Audit and Risk Management Committee meeting held Wednesday 6 December 2017 were noted.

The eligibility of Board members sitting as members of the Audit and Risk Committee was discussed. Advice will be sought and provided back to the relevant Board members.

1.8. Actions

The Board reviewed the Action Log.

1.9. Correspondence Register

The Board noted the correspondence received to Wednesday 21 February 2018.

Standing Items

2.1 Board Chair Report

The Board noted the verbal update from the Board Chair. The following key points were noted:

- The Mindgardens Alliance Establishment Agreement was signed by all parties including SESLHD in late December 2017 and will improve collaboration in the area of neuroscience.
- The Board Chair encouraged all Board members to attend the annual conference run by NSW Health for Board members, which is being held in September 2018.

2.2 Chief Executive Report

The Board noted the verbal update from the Chief Executive. The following key points were noted:

- The Chief Executive and Director of Operations, Mental Health, met with the Minister for Mental Health in January 2018 for an informal discussion on mental health initiatives in the District. It was noted that Mental Health has been a focus area of the NSW Health Senior Executive Forum.
- The Minister for Health attended an event in February 2018 at the St George Hospital Cancer Centre.
- A contingent of SESLHD staff recently visited Norfolk Island in relation to the support provided by SESLHD to health services on the island. Engagement from SESLHD clinicians in providing support and services to the island has been very positive.

The Board discussed the 2018/19 Service Agreement with the Ministry of Health and resolved to discuss this topic further at the March 2018 Board meeting.

Action: Information to be provided on the 2018/19 Service Agreement with the Ministry of Health for discussion at the March 2018 Board meeting.

The Board discussed the Randwick campus redevelopment and the Chief Executive provided an update on progress.

2.3 Finance Report

The Director of Finance provided an update on the District's financial results for January 2018, as detailed in the Director of Finance's Report. The District's full year forecast remains unchanged.

It was noted that the Board Finance and Performance Subcommittee is receiving regular information on the progress of the Project Beacon procurement initiative.

The Board discussed the District's revenue target and the process of allocating revenue targets to each hospital and service.

2.4 Key Performance Indicator (KPI) Report

The Board noted the Integrated Performance Report provided in the meeting papers.

The Director of Programs and Performance provided an overview of performance for the month of January 2018. Emergency treatment performance (ETP) remains a key area of focus for the District, and performance has improved in the last quarter.

The Board was advised that St George Hospital is on track to reach all elective surgery targets by the end of the financial year, with the opening of new theatres as part of the hospital redevelopment.

The Board discussed the legislative changes related to root cause analyses (RCAs) for critical incidents.

2.5 Program Management Office (PMO) Report

The Program Management Office (PMO) Report was noted. An overview of the role of the PMO was provided.

2.6 Teaching and Research

The Board noted this item with no further discussion.

New Items

3.1 Extension of term for Chair of Audit and Risk Committee

The Board approved the extension of the term for the chair of the Audit and Risk Committee, Mr Todd Davies, by 12 months to 30 June 2019. The Board acknowledged the excellent leadership provided by Mr Davies to the Audit and Risk Committee.

3.2 Hospital Foundations

The Board resolved to defer this topic for further discussion at a future Board meeting.

3.3 CESP HN Strategy

The Board resolved to defer this topic for further discussion at a future Board meeting.

3.4 Annual Report from the Board Community Partnerships Subcommittee

The Board noted the Annual Report from the Board Community Partnerships Subcommittee. It was noted that the committee will be discussing social isolation and loneliness at its next meeting.

The Board discussed the NSW Health guidelines on healthy food and drink for health facilities, and the implementation of the guideline in services across SESLHD.

3.5 SESLHD Strategy and Business Planning Progress

The Board noted the information provided in the meeting papers. The Chief Executive provided an update on the implementation of the SESLHD strategy. A series of roadshows have been scheduled across the District to talk to staff about the strategy and the organisation's priorities. Workshops are planned with the executive team to drive the business planning process.

Ms Julie Dixon, Director of Planning, Population Health and Equity, gave a demonstration to the Board on the Management and Planning System (MAPS), which holds and reports on all projects and initiatives underway, and their link to the District's strategy. Supporting documents for accreditation are also contained in MAPS, improving the access to documents.

3.6 Status of District Strategies and Plans

The Board noted the brief and information provided on the current status of the District's strategies and plans.

3.7 Mindgardens Alliance Establishment Agreement

The Board noted the briefing provided on the Mindgardens Alliance Establishment Agreement as discussed in Item 2.1 above.

3.7 IT Incident Briefing

The Board noted the IT incident briefing provided in the meeting papers.

Papers for Information

4.1 Recruitment Bulletin

The Board noted the Recruitment Bulletin provided in the meeting papers.

4.2 Our People – Heart of Caring Profile

The Board noted the staff member Heart of Caring Profile provided in the meeting papers. The Director of Nursing and Midwifery Services provided an overview of the Heart of Caring project that commenced two years ago and involved interviewing 50 nurses and midwives from across the organisation. The project is now in a second phase where interviews are being conducted with staff from all disciplines across SESLHD.

Action: Staff Heart of Caring profiles to be included in the Board papers each month. Copies of the original Heart of Caring book to be provided to Board members.

The Board acknowledged the outstanding work being done by the Nursing and Midwifery Services Directorate and encouraged the team to share their achievements across the health sector.

The Board discussed the possibility of involving junior medical officers in the wellbeing projects being undertaken by the Nursing and Midwifery Services Directorate.

Meeting Close

5.1 Business without notice

Location for next Board meeting

It was noted that the March 2018 Board meeting is being held at Sutherland Hospital. A tour of the new redevelopment of Sutherland Hospital will be offered to Board members prior to the start of the Board meeting.

5.2 Noting of Confidential Items

Nil items noted.

5.3 Date of next meeting:

Wednesday 28 March 2018

4pm – 7pm Board Meeting

Sutherland Hospital

Meeting closed at 7pm.



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Signature

Michael Still

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Name

28 March 2018

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Date