

1. *PRESENT AND APOLOGIES:

Dr Brian Pezzutti (Chair), Mr David Frazer, Dr Allan Tyson, Ms Deb Monaghan, Ms Hazel Bridgett, Dr Joe Ogg, Mr Malcolm Marshall, Professor Lesley Barclay, Dr Sue Page, Mr Mark Humphries

Via Teleconference: Ms Leone Crayden, Dr Sue Page

In Attendance : Mr Wayne Jones, Acting Chief Executive, Ms Jennifer Cleaver
(Secretariat)

2. *Apologies: Ms Rosie Kew, Mr Chris Crawford (AL)

3. *Declaration of Pecuniary and/or Conflicts of Interest

To there no Declarations of Pecuniary and/or Conflicts of Interest declared.

4. *Board Members to asterisk non-asterisked items that they wish to discuss.

The Board Members asterisked Agenda Items 6.1, 6.5, 6.6, 6.8, 6.10, 6.11, 6.12, 6.14, 6.15 and 6.16.

5. *Previous Minutes:

a) The Minutes of the Board Meeting held on 2 September 2014 were ENDORSED with an amendment to Item 1 Present with the inclusion of Mr Mark Humphries.

Moved: Ms Hazel Bridgett
Seconded: Mr David Frazer
CARRIED

b) The Abridged Minutes of the 30 July 2014 Board Meeting were APPROVED for placing on the NNSW LHD Internet Site.

Moved: Mr Malcolm Marshall
Seconded: Dr Joe Ogg
CARRIED

6. Business Arising from the Minutes:

***6.1 Chris Crawford is to submit information from the Executive Directors of the two Health Service Groups (HSGs), following their consideration of the 2014/15 budgets, about whether they intend to employ more Allied Health Staff to the 1 October 2014 Board Meeting.**

The Board noted the responses from both HSGs in relation to Allied Health positions and skill mix and queried what the impact of the future Integrated Care Program would have on Allied Health roles. The Board requested that this item is relisted on the 29 October 2014 Board Agenda for discussion with Ms Rosie Kew, Board Member and the Chief Executive.

Action:

The Briefs from the Executive Directors of the two Health Service Groups (HSGs), providing information on whether they intend to employ more Allied Health Staff is to be relisted on the 29 October 2014 Board Meeting for consideration.

- 6.2 Mr James McGuigan, Executive Director of Finance is to provide to the Board a quarterly report showing a breakdown of Year To Date Salaries and Wages costs for the areas of Medical, Nursing, Allied Health and Other including definitions that are used to define Allied Health categories in this report to the 29 October 2014 Board Meeting for consideration.**

The Board noted that Mr James McGuigan, Executive Director of Finance is to provide to the Board a quarterly report showing a breakdown of Year To Date Salaries and Wages costs for the areas of Medical, Nursing, Allied Health and Other including definitions that are used to define Allied Health categories in this report to the 29 October 2014 Board Meeting for consideration.

Action:

Mr James McGuigan, Executive Director of Finance is to provide to the Board a quarterly report showing a breakdown of Year To Date Salaries and Wages costs for the areas of Medical, Nursing, Allied Health and Other including definitions that are used to define Allied Health categories in this report to the 29 October 2014 Board Meeting for consideration.

- 6.3 The document contained in the Board Papers from the New Leadership Challenge Seminar with John Clarke of the Kings Fund is to be forwarded to the Members of the NNSW LHD Executive for their consideration.**

The Board noted that the information on the New Leadership Challenge Seminar with John Clarke of the Kings Fund was forwarded to the Members of the NNSW LHD Executive on 2 September 2014 for their consideration.

- 6.4 Mr Crawford is to consider the potential for the introduction of a Hub and Spoke Model for Chronic Pain Care Clinics via outreach to TTH and GBH supported by the LBH Chronic Pain Clinic via the use of Telehealth. He will provide advice to a future Board Meeting on how such a Hub and Spoke Model could outreach to TTH and GBH.**

Mr Jones, Acting Chief Executive advised the Board that the potential for the introduction of a Hub and Spoke Model for Chronic Pain Care Clinics via outreach to TTH and GBH supported by the LBH Chronic Pain Clinic via the use of Telehealth is still under consideration by the Chief Executive and Mr Crawford will provide advice to a future Board Meeting on how such a Hub and Spoke Model could outreach to TTH and GBH.

Action:

Mr Crawford is to consider the potential for the introduction of a Hub and Spoke Model for Chronic Pain Care Clinics via outreach to TTH and GBH supported by the LBH Chronic Pain Clinic via the use of Telehealth and provide advice to a future

Board Meeting on how such a Hub and Spoke Model could outreach to TTH and GBH.

- *6.5 Mr Crawford is to provide a Brief to the Board following receipt of information from the MOH Secretary about whether the NNSW LHD Board has the authority to acquire the UnitingCare Ageing (UCA) Caroono-Bonalbo Residential Aged Care (RAC) Bed Licences without seeking the approval of the Ministry of Health and Workforce Branch responding to NNSW LHD correspondence about the transfer of UCA Caroono-Bonalbo Staff to the new Bonalbo Multipurpose Service and the advice from a Valuer on the value of the fifteen Caroono-Bonalbo RAC Bed Licences to each of UCA and to NNSW LHD.**

The Board Chair advised that there is a major refurbishment being undertaken by the Ambulance Service NSW at the Bonalbo Ambulance Station and Mr Jones is to make enquiries in relation to this building work. Mr Jones advised the meeting that Health Infrastructure were exploring the possibility of a co-location arrangement with NSW Ambulance Service on proposed new MPS Sites across NSW including exploring the opportunity at the planned Bonalbo MPS Site.

The Chair reported that the recent announcement by Mr Thomas George, MP, Member for Lismore of the building of Bonalbo MPS has been well received within the Bonalbo Community.

Mr Jones reported that he has advised Mr Steve Teulan, Chief Executive, UnitingCare Ageing of the announcement of the building of an MPS at Bonalbo by Mr George. Mr Teulan has raised concern as to whether this may be premature as no decision has been made on the aged care beds at Bonalbo.

Mr Jones advised that Mr Teulan noted that the announcement does provide greater impetus for UnitingCare Ageing and NNSW LHD to progress negotiations on the future arrangements of the Aged Care bed licenced currently held by UnitingCare Ageing.

Action:

Mr Crawford is to provide a Brief to the Board following receipt of information from the MOH Secretary about whether the NNSW LHD Board has the authority to acquire the UnitingCare Ageing (UCA) Caroono-Bonalbo Residential Aged Care (RAC) Bed Licences without seeking the approval of the Ministry of Health and Workforce Branch responding to NNSW LHD correspondence about the transfer of UCA Caroono-Bonalbo Staff to the new Bonalbo Multipurpose Service and the advice from a Valuer on the value of the fifteen Caroono-Bonalbo RAC Bed Licences to each of UCA and to NNSW LHD.

Mr Crawford is to also provide information on the current refurbishment of the Ambulance Service NSW Station at Bonalbo and whether a future co-location arrangement can be established on the Bonalbo MPS Site.

- *6.6 Dr Richard Buss is to provide a Brief to the Board on the expectations of the PGY 1s and 2s in Mental Health Services and whether the criteria relating to PGY 1s and 2s need to be changed to accommodate them undertaking more medical assessments of Mental Health Patients in the Inpatient Mental Health Units.**

Mr Jones referred to the Brief provided by Mental Health Services. Mr Jones noted that following concern by the Health Education and Training (HETI) regarding the value of the JMO supervised term in Mental Health, the JMO rotation to Mental Health was suspended. Mr Jones advised that following review and amendment of the JMO term, HETI has agreed to re-commence the term. The Brief confirms the expectation that Senior Medical Staff have responsibility for physical and psychiatric review and care of Patients admitted to the Service.

The Board requested that they receive a further Brief outlining that the PGY 1 and 2 Supervision Descriptions is now in place and JMO appointments have been made and advice on whether the embargo has been lifted on direct admissions to the Mental Health Units.

Action

Mr Wayne Jones, Acting Chief Executive is to request that Dr Richard Buss, Executive Director Mental Health and Drug and Alcohol Services provide a Brief to the 29 October 2014 Board Meeting outlining that the PGY 1 and 2 Supervision Description is now in place and JMO appointments have been made and advice on whether the embargo has been lifted on direct admissions to the Mental Health Unit.

- 6.7 Mr Crawford is to submit information from Ms Lynne Weir, Executive Director, Richmond Clarence Health Service Group concerning the LBH Operating Theatres and Cardiac Catheter Laboratory starting times to the 1 October 2014 Board Meeting.**

The Board noted the advice that was provided in the Brief from Ms Lynne Weir, Executive Director, Richmond Clarence Health Service Group concerning the LBH Operating Theatres and Cardiac Catheter Laboratory starting times.

- *6.8 Information is to be submitted to the 1 October 2014 Board Meeting from the two Health Service Group Executive Directors on whether they consider that the implementation of the MRSA Program for early discharge and treating of these Patients in the Community could be beneficially implemented at their Facilities.**
- The Board noted advice from the Executive Directors of the Tweed Byron and Richmond Clarence HSGs concerning the implementation of the MRSA Program that was developed and implemented at Grafton Base Hospital and is being considered for implementation more broadly across both HSGs.

- 6.9 Dr Pezzutti is to correspond with the NSW MOH Secretary to advise that the submission of the NNSW LHD Chief Executive's Performance Appraisal will be delayed due to delays in obtaining some of the data for inclusion in the Chief**

Executive's 2013/14 Performance Appraisal documentation and due to the Chief Executive's leave in late September 2014.

The Board noted the letter from the Board Chair dated 10 September 2014 to Dr Mary Foley, Secretary, MOH advising of the delay in undertaking the Chief Executive's 2013/14 Performance Appraisal.

- *6.10 The Board Chair is to write to the NNSW LHD Medical Staff Councils and Pathology North thanking them for their co-operation in improving the quality and safety of blood transfusions and thereby assisting in reducing inappropriate blood usage.** Mr Jones advised that the Chief Executive is drilling down to clarify the results of each Facility for blood usage data before letters are drafted to NNSW LHD Medical Staff Councils and Pathology North.

Action:

Where appropriate, the Board Chair is to write to the NNSW LHD Medical Staff Councils and Pathology North thanking them for their co-operation in improving the quality and safety of blood transfusions and thereby assisting in reducing inappropriate blood usage.

- *6.11 Mr Crawford is to arrange for the scheduling of a meeting between the Gold Coast Hospital and Health Service Board Chair and Chief Executive to discuss the issue of the Preferred Provider arrangements with the Gold Coast University Hospital and concerns about Queensland Tertiary Hospitals not accepting Patients from referring NNSW LHD Hospitals for tertiary services, such as Neurosurgery.** Mr Jones advised that Mr Crawford is expecting to be able to schedule a meeting between the Gold Coast Hospital and Health Service Board Chair and Chief Executive to discuss the issue of the Preferred Provider arrangements with the Gold Coast University Hospital and concerns about Queensland Tertiary Hospitals not accepting Patients from referring NNSW LHD Hospitals for tertiary services, such as Neurosurgery, before the end of 2014 and will provide advice to the 29 October 2014 Board Meeting on what progress has been made with this request.

Action:

Mr Crawford is to provide advice to the 29 October 2014 Board Meeting concerning the scheduling of a meeting between the Gold Coast Hospital and Health Service Board Chair and Chief Executive to discuss the issue of the Preferred Provider arrangements with the Gold Coast University Hospital and concerns about Queensland Tertiary Hospitals not accepting Patients from referring NNSW LHD Hospitals for tertiary services, such as Neurosurgery.

- *6.12 Mr Crawford is to explore whether the Murwillumbah District Hospital (MDH) Visiting Medical Officers (VMOs) receive an educational allowance and if so what is the best way for them as a group to use this allowance to gain contemporary Paediatric skills by undertaking additional education and training. This particularly applies to those VMOs who contribute to the Doctor of the Day Roster.**

The Board Chair reported that advice has been received that MDH VMOs are able to access their Professional Support Grants to support a range of professional education and training needs including updating their Paediatric skills if required.

The Board Chair enquired as to how Medical Officers providing support to the UCRH Simulation Training Centre receive remuneration? Mr Jones advised that the Finance Directorate has been requested to provide a report on how the Medical Officers who manage Simulation training make claim for this as part of their VMoney claims and provide information on how much is being expended on this training and this will be provided to the 29 October 2014 Board Meeting.

Action:

Mr James McGuigan, Executive Director of Finance is to be requested to provide a report on how the Medical Officers who support Simulation training make claim for this as part of their VMoney claims and how much is being expended on this training to the 29 October 2014 Board Meeting.

- 6.13 Mr Spriggs is to check with NSW LHD A/Community Engagement Advisory Council (CEAC) Chair as to whether the CEAC Minutes can be placed onto the NSW LHD Intranet Site.**

Mr Jones advised that he has been unable to contact the A/CEAC Chair to ascertain whether the CEAC Minutes can be placed onto the NSW LHD Intranet Site. Mr Jones advised that he will request Mr Spriggs to follow-up this matter with the A/CEAC Chair.

Action:

Mr Spriggs is to check with NSW LHD A/Community Engagement Advisory Council (CEAC) Chair as to whether the CEAC Minutes can be placed onto the NSW LHD Intranet Site.

- *6.14 The Board Chair is to correspond with Ms Jillian Skinner, MP, Minister for Health and Medical Research seeking her approval to transfer the name Suzanne Jamieson Birthing Unit from the Mullumbimby & District Hospital to the new Byron Shire Central Hospital.**

The Chair reported that he has received verbal advice from the Minister for Health and Medical Research, Chief of Staff that the Minister has approved the request to transfer the name Suzanne Jamieson Birthing Unit from the Mullumbimby & District Hospital to the new Byron Shire Central Hospital. The Chair indicated that following receipt of correspondence from the Minister for Health and Medical Research confirming this advice, an announcement will be made to the Community.

- *6.15 Mr Crawford and Mr Spriggs are to draft a strong letter of encouragement for the Board Chair's signature to forward to the Medical Staff Council (MSC) Chairs asking that they advocate within their MSCs to re-engage with the Medical Staff Executive Council (MSEC).**

The Board ENDORSED the distributing of the draft letter of encouragement to the MSC Chairs asking that they advocate within their MSCs to re-engage with the Medical Staff Executive Council (MSEC) following the signing by the Board Chair.

- *6.16 Following the circulation of the letter to the MSC Chairs, Mr Crawford is to telephone each MSC Chair asking that his MSC re-engage with the MSEC, by nominating additional representatives from each MSC to the MSEC and by ensuring at least one of these representatives attend each MSEC Meeting.**

The Board noted that following the circulation of the letter to the MSC Chairs, a NNSW LHD Executive Member will telephone each MSC Chair asking that his MSC re-engage with the MSEC, by nominating additional representatives from each MSC to the MSEC and by ensuring at least one of these representatives attend each MSEC Meeting.

6.17 Any Other Matters Arising from the Board Minutes

(i) 2 July 2014 Board Meeting Item 6.9

Letter from Professor Les White AM, NSW Chief Paediatrician, NSW Kids and Families dated 11 September 2014 responding to query relating to surgery for Children at Murwillumbah District Hospital

The Board noted the letter from Professor Les White, AM, NSW Chief Paediatrician NSW Kids Families dated 11 September 2014 concerning surgery for Children at Murwillumbah District Hospital.

The Board Chair requested that written advice is requested from Dr Stephen Prince, Ear Nose and Throat Specialist on whether surgery for children should be undertaken at Murwillumbah District Hospital.

Action:

Mr Crawford is to seek written advice from Dr Stephen Prince, Ear Nose and Throat Specialist on whether surgery for children should be undertaken at Murwillumbah District Hospital.

7. * Action Table - NNSW LHD Board Resolution & Decision Register.

The Updated NNSW LHD Board Resolution and Decision Register from the 3 September 2014 Board Meeting were noted.

7.1 Changes to Register Items 294, 327 336, 339, 348, 350, 352, 353, 354, 355, 356 and 357 covered in Item 4 Business Arising.

Noted

7.2 New Register items 358 to 362 were covered in Item 5 Business Arising.

Noted

8. *Chief Executive's Report

Mr Jones referred to the issues that were covered in the Chief Executive Report to the Board, which included the Visit by the NSW Premier, Other Upcoming Visits to the

Northern Rivers, 2013/14 NNSW LHD Executive Performance Reviews, 2013/14 NNSW LHD Chief Executive Performance Appraisal, Capacity Assessment Project, Health On A Page/Performance Rating, MOH Finance Diagnostic of NNSW LHD, 2014/15 Budget, NEST, NEAT and Triage Results, Capital Works Projects – Yamba Community Health Centre, LBH Stage 3A, LBH Emergency Medicine Unit, GBH Pathology Laboratory and Pharmacy Department Upgrade, Byron Shire Central Hospital, Murwillumbah District Hospital (MDH) ED Stage 3, Planning Projects – Ballina District Hospital Operating Theatre and Medical Imaging Upgrade, Casino District Hospital ED, LBH Stage 3B, The Tweed Hospital (TTH) Stage 4, Bonalbo Multipurpose Services (MPS), Coraki HealthOne Service, Murwillumbah District Hospital (MDH) ED Upgrade Stage 3, LBH Multistorey Carpark, GBH Ambulatory Care Centre and Regional Aboriginal Health and Wellbeing Plan, Clinician Engagement, e-Health Progress, Home Birthing Service, Integrated Care, Gold Coast University Hospital Experiences Growing Demand, MDH Paediatric Service, Publication of MOH/NNSW LHD Service Level Agreement, Visit from YWCA Chief Executive, Ms Anna Bligh, Anti-Smoking Measures, Latest Bureau of Health Information Quarterly Report, Advocacy for Maclean District Hospital, Rural Women Experience Higher Cancer Risk, Health Investigation Guidelines, Rural Minor Works Program, Changes to Programs, Lismore Precinct Group, NNSW LHD Annual Report, Changes to Non-Government Organisation Funding, Increased Terrorism Rating, Meeting with Local Ambulance Service Representatives, Fluoridation of the Water Supply, Combined NNSW LHD and North Coast NSW Medicare Local Executive Meeting, Change of Southern Cross University Chancellor, MDH Medical Staff Council Chair, New Secretary of Commonwealth Department of Health Appointed, Hidden Treasures, Launch of NSW Kids and Families Website, New Murrumbidgee LHD Chief Executive, Lifeline Address by Mr John Brogden and Leave.

Mr Jones advised that consultation is to take place with the NSW Nurses Association and Health Services Union to discuss specific issues that they have raised concerning the development of the Byron Shire Central Hospital.

The Board raised the following issues:

- Professor Barclay advised that the Northern Rivers University Centre for Rural Health will continue to work with Health Infrastructure (HI) and Lismore City Council to resolve issues that have been raised concerning the building of the LBH Multistorey Carpark. The Board Chair queried the status of the LBH Multistorey Carpark Development Application (DA). Mr Jones advised that he would contact HI to discuss where the Multistorey Carpark DA was up to and provide feedback to the Board Chair.

Action:

Mr Wayne Jones is to contact HI to discuss the status of the LBH Multistorey Development Application and provide feedback to the Board Chair.

- Ehealth – when will access to a Wifi Network across the LHD occur? Mr Jones

responded that this relates primarily to internet filtering software and band width and advised that the Chief Executive has agreed that a replacement of the internet filtering software can be progressed and a small trial is taking place to test the model that is being considered. It is expected that the new internet filtering software will be replaced across the LHD. Mr Jones also noted that the Rural eHealth Plan identifies infrastructure deficiencies including bandwidth as a major concern in regional/rural LHDs. Several strategies including enhancement of the HWAN will result in improvements to Wifi access.

The Board Chair requested that a report is provided to the Board by the Chief Executive on when Medical Staff and other Staff to be able to access to Wifi system in January 2015.

Action:

Mr Crawford is to provide a report to the January 2015 Board Meeting advising when Medical and Other Staff will have access to the new internet filtering system to allow them to be able to have access to improved Wifi.

- Item 8 – The Board Chair indicated that should funding be reimbursed to the LHD for readmission funding, all of this funding should not be allocated to address the Workers Compensation Hindsight Funding expense and should be expended as part of Integrated Care and this will be raised with the Chief Executive at the next Board Meeting.
- Item 11 (f) – The Board Chair noted that in relation to the letter to Mr Chris Gulaptis, MP Member for Clarence concerning the Coraki HealthOne Centre and GBH Ambulatory Care Centre it would have been appropriate for the letter to be signed by the Board Chair instead of the Chief Executive.
- Item 26 – Changes to Programs – will the changes that occur over the next two years have an effect on the Coraki Community Health Service? Mr Jones advised that he will take this question on notice and provide a response to the 29 October 2014 Board Meeting on whether the Coraki Community Health Service will be impacted on the changes.

Action:

Mr Wayne Jones is to investigate whether the changes that will occur over the next two years on Community Health Services have an effect on the Coraki Community Health Service and provide a response to the 29 October 2014 Board Meeting.

- Item 14 – The Board noted the good results that have been achieved by the Mullumbimby Homes Birthing Service.
- Item 37 - The Board requested that a letter of congratulations is forwarded to Mr

Martin Bowles, Secretary of Commonwealth Department of Health on his appointment to the role.

Action:

The Board Chair is to forward a letter of congratulations to Mr Martin Bowles, Secretary of Commonwealth Department of Health on his appointment to the role.

- Item 38 - The Board congratulated Ms Bridgett on being named on the 2014 Department of Primary Industries Hidden Treasures Honour Roll;
- The Board ENDORSED the feedback that was provided to Ms Karen Crawshaw, MOH on the consultation on the NSW Health Draft Investigations Guideline.

Moved: Professor Lesley Barclay
Seconded: Mr David Frazer
CARRIED

The Board ENDORSED the Chief Executive's Report.

9. * Strategic and Planning Items

There were no Strategic and Planning Items.

10. *Minutes – Governance Committees

10.1 *Finance and Performance Committee Meeting (F&PC)

Mr Marshall provided a verbal report of the FPC Committee Meeting that was held on 24 September 2014.

The following issues were raised:

- The MOH Diagnostic Review Team did not have any Senior Nurses on the Review Team. Mr Jones also advised that one of the issues that will be included in the NNSW LHD response is that it was anticipated that comparative benchmarking would be made available to the LHD as part of the Diagnostic Review outcomes.
- Not all of the NNSW LHD Budgets have been uploaded into the NNSW LHD system at this point and therefore the data is not providing an accurate result however it is expected that the end of September 2014 results will provide a more reflective result for the LHD.
- The capturing of overseas patients was raised and Mr Jones advised that these Patients are identified and charged where possible and they are followed up when it is economical to do so.

- Continued instances of non conversion of Patients at LBH has been raised with Ms Weir, Executive Director Richmond Clarence HSD who is following up on these instances.
- The issue of Workers Compensation Patients who require surgery, their surgery is required to be undertaken by a Specialist or under direct supervision of a Specialist otherwise Insurance Companies will not cover the Patient's costs. Mr Jones advised that he would take this comment on notice and provide feedback to the 29 October 2014 Board Meeting.

Action:

Mr Wayne Jones is to investigate the Insurance Company criteria for Workers Compensation Patients for the Hospital to make a claim on the Insurance Company and provide feedback to the 29 October 2014 Board Meeting.

- Scripted sheets are being developed for all LHD Facilities so that Staff are all asking the same questions of Patients in relation to have Patients electing to use their Private Insurance.
- A new report is being developed by Mr McGuigan that is based on a breakup of the LDH results including budget and activity results by Facility and a copy of the report will be submitted to the 29 October 2014 Board Meeting for consideration.

The unconfirmed Minutes of the FPC Meeting held on 24 September 2014 were noted.

10.2 *Health Care Quality Committee (HCQC)

The Board noted the written Chair's summary of the HCQC Meeting held on 9 September 2014 and Professor Barclay provided a verbal report of the HCQC Meeting.

The Chair referred to the issue of additional Clinical Pharmacy positions not being advertised. Mr Jones advised that the Chief Executive is considering the appointment of the remaining allocated Clinical Pharmacists.

There was discussion on the RCA processes relating to the two RCAs that the Chair identified in her Report. The Board suggested that in terms of risk management they should be appraised of RCA Recommendations that have not been implemented and have LHD wide implications. Mr Jones indicated that the HCQC should be receiving quarterly RCA recommendations that have not been progressed and that he will follow-up to ensure that oversight of the RCA Recommendations is occurring and that RCA Recommendations are being circulated across the LHD and provide feedback to the 29 October 2014 Board Meeting.

Action:

Mr Wayne Jones is to follow-up with the Clinical Governance Unit to ensure that the HCQC is receiving quarterly RCA recommendations that have not been progressed and that oversight of the RCA Recommendations is occurring and that RCA Recommendations are being circulated across the LHD and provide feedback to the 29 October 2014 Board Meeting.

The unconfirmed Minutes of the HCQC held on 9 September 2014 were noted.

10.3 *Medical and Dental Advisory Appointments Committee (MDAAC)

Ms Bridgett provided a verbal report on the MDAAC Meeting held on 11 September 2014.

The Board Chair queried why the position of the RCHSG Rehabilitation Specialist has not been advertised. Ms Bridgett advised that she would make enquiries prior to the next MDAAC Meeting on this matter.

The unconfirmed Minutes of the MDAAC Meeting held on 11 September 2014 were noted.

10.4 *Health Services Development Committee (HSDC)

The Board noted the next meeting of the HSDC is scheduled on 9 October 2014.

10.5 *Audit and Risk Committee (ARC)

Mr Frazer provided a verbal report on the ARC Meeting held on 11 September 2014.

The following issues were raised:

- The independent ARC Chair praised the NSW LHD Risk Register and indicated that the LHD was one of the best Risk Registers that he had viewed, in particular the content that was provided by Dr David Hutton and the Clinical Governance Unit Staff.

The Board noted that the Minutes of the ARC Meeting held on 11 September 2014 will be submitted to the 29 October 2014 Board Meeting for noting.

10.6 *NSW LHD Clinical Council

The Board noted that the Minutes of the CC Meeting held on 9 September will be submitted to the 29 October 2014 Board Meeting for noting.

10.7 *Community Engagement Advisory Council (CEAC)

The Board noted that the next CEAC Meeting is scheduled on 24 November 2014.

10.8 *Medical Staff Executive Council (MSEC)

The Board noted that the next MSEC Meeting is to be advised.

10.9 NSW LHD Interim Aboriginal Partnership Meeting (APM)

The Board noted that the Minutes of the APM held on the 14 July 2014 are to be submitted to the 29 October 2014 Board Meeting for noting.

10.10 *NNSW LHD Mental Health Forum

The Board noted the next Mental Health Forum is scheduled on 20 October 2014.

11. *Items for Decision/Resolution

11.1 Letter from George Thompson, on behalf of the Coraki and District Health Reference Group requesting a meeting with the NNSW LHD Board

The Board discussed the letter from George Thompson, on behalf of the Coraki and District Health Reference Group dated 25 August 2014.

The Board requested that the Board Chair provide a letter of response to Mr Thompson indicating that the Board supports the establishment of a HealthOne Centre at Coraki which will provide NNSW LHD with the required facilities from which it can provide enhanced services to the Coraki Community when the funds are available to develop a HealthOne at Coraki. The Board suggested that Mr Thompson may wish to contact Mr Chris Gulaptis, MP Member for Clarence to make representation to the Minister for Health and Medical Research to the allocation of the required funding for the HealthOne Coraki to be developed.

The Board also noted that the Chief Executive is currently obtaining quotations for the demolition of the old Chief Executive Officer residence on the Campbell Hospital site and therefore did not support the request from Mr Thompson for the Coraki and District Health Reference Group to meet with the NNSW LHD Board to discuss the progression of the HealthOne Centre at Coraki.

Action:

The Board Chair is to forward a letter of response to Mr George Thompson, Coraki and District Health Reference Group concerning the development of the HealthOne Centre at Coraki.

11.2 Chief Executive 2013/14 NNSW LHD Performance Agreement Outcomes

The Board noted the Chief Executive 2013/14 NNSW LHD Performance Agreement with Outcomes and that the nominated Board Members will be undertaking the Chief Executive's performance appraisal during October 2014.

11.3 Brief requesting consideration of approval to attend 2014 Indigenous Conference on 15 – 17 December 2014 in Cairns by Ms Deb Monaghan, Board Member.

The Board ENDORSED the attendance of Board Members Ms Deb Monaghan at the 2014 Indigenous Conference on 15 – 17 December 2014 in Cairns.

Moved: Dr Allan Tyson
Seconded: Ms Hazel Bridgett
CARRIED

12. *Items Without Notice/Late Business

**ABRIDGED MINUTES OF THE MEETING OF THE NORTHERN NEW SOUTH WALES
LOCAL HEALTH DISTRICT BOARD HELD ON WEDNESDAY 1 OCTOBER 2014 IN
GROUND FLOOR MEETING ROOM, CRAWFORD HOUSE, HUNTER STREET, LISMORE,
COMMENCING AT 1.00PM**

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- The Board ENDORSED the investigation for a Board appointment to be made for Ms Hazel Bridgett to remain a member of the CEAC. Mr Murray Spriggs to provide advice to the Board on whether the Bylaws allow the Board to make a Board appointment for this to occur.

Action:

Mr Murray Spriggs is to investigate whether a Board appointment is able to be made for Ms Hazel Bridgett to remain a member of the CEAC.

13. Items for Noting

- 13.1 Letter from the Hon Jillian Skinner, MP, Minister for Health and Medical Research dated 25 August 2014 concerning new purchasing arrangements for services delivered by Non-Government Organisations.**

Noted

- 13.2 Letter from Dr May Foley, Secretary, NSW Health dated 12 September 2014 responding to Board Chair's letter concerning Term of appointment for Independent Chairs on Audit and Risk Committees**

Noted

14. Items for Information:

There were no items for information.

15. Date and Time of next Board Meeting:

Wednesday 29 October 2014 in the Conference Centre Grafton Base Hospital, Arthur Street, Grafton commencing at 1.30am

16. Close of Meeting

There being no further official business, the Chair declared the meeting closed at 3.55pm.

I declare that this is a true and accurate meeting record.

Signed

Dr Brian Pezzutti

Chair, Northern NSW Local Health District

Date 28/1/15