

**1. PRESENT AND APOLOGIES:**

Ms Hazel Bridgett, (Chair), Mr Malcolm Marshall, Mr David Frazer, Dr Joe Oog, Ms Deb Monaghan, Ms Rosie Kew, Dr Brian Pezzutti, Professor Lesley Barclay, Dr Austin Curtin, and Ms Leone Craydon

**Via Videconference (Lismore) :** Dr Sue Page

**In Attendance :** Mr Chris Crawford, Mr Murray Spriggs, Ms Jennifer Cleaver  
(Secretariat)

**Apologies:** Nil

**2 Declaration of Interest**

Nil

**3. Previous Minutes:**

a) The Minutes of the Board Meeting held on 1 August were **ENDORSED** amendment to Page 7 fourth paragraph.

An amendment on page 8 Item 6.2 Health Care Quality Committee to read "The Acting Chair provided a verbal report arising from the Health Care Quality Committee Meeting held on 10 July 2012."

**Moved:** Mr Malcolm Marshall

**Seconded:** Ms Rosie Kew

**CARRIED**

b) Minutes of the 25 July 2012 Board Budget Meeting were **ENDORSED**.

**Moved:** Dr Brian Pezzutti

**Seconded:** Ms Leone Craydon

**CARRIED**

c) Abridged Board Minutes of 27 June 2012 for placing on NNSW LHD Internet Site were noted.

**4. Business Arising from the Minutes:**

**Minutes of 25 July 2012**

**4.1 The Board Chair is to forward a letter to the MOH outlining the matters discussed by the Board that requires clarification or possible amendment to the 2012/13 Service Agreement, prior to its being executed.**

The letter to the Director-General dated 9 August 2012 outlining the Board's request for clarification and amendment to some items in the 2012/13 Service Agreement was noted.

The Chair advised that to date a reply has not been received from the Ministry of Health (MOH) on the issues raised by the NSW LHD Board and requested that this item remain on the Board Agenda until a response is received from the MOH.

**Action: The Board is to note a response from the MOH to the matters discussed by the Board that require clarification or possible amendment to the 2012/13 Service Agreement, prior to its being executed.**

#### Minutes of 1 August 2012

**4.2 Ms Yvette Bowen, Workplace Health and Safety Manager is to provide advice to the 29 August 2012 Board Meeting on the Board's responsibilities as set out in the Work Health and Safety Act on the potential for penalties to be applied to Board Members where non-compliance with the Act is proven and whether Board Members who are paid a sitting fee will be open to individual penalties being applied them. The advice is to also include whether Visiting Medical Officers are covered under the Work Health and Safety Act.**

Mr Crawford reported that Ms Yvette Bowen, Workplace Health and Safety Manager is continuing to obtain definitive advice on the potential for penalties to be applied to Board Members in relation to the new Work Health and Safety Act which is proving to be difficult. Mr Crawford advised a further Brief will be submitted to the Board when this information becomes available.

**Action:**

**Ms Yvette Bowen, Workplace Health and Safety Manager is to provide definitive advice to the 3 October 2012 Board Meeting on the Board's responsibilities as set out in the Work Health and Safety Act on the potential for penalties to be applied to Board Members where non-compliance with the Act is proven and whether Board Members who are paid a sitting fee will be open to individual penalties being applied them. The advice is to also include whether Visiting Medical Officers are covered under the Work Health and Safety Act.**

**Ms Craydon is to email Ms Yvette Bowen, concerning the matter of Deeds of Indemnity being issued for the Board Members against any liability for prosecution in relation to the Work Health and Safety Legislation and Ms Bowen will provide advice to the 1 August 2012 Board Meeting on this matter.** Ms Craydon indicated that she will email Ms Bowen information concerning the matter of Deeds of Indemnity being issued for the Board Members against any liability for prosecution in relation to the Work Health and Safety Legislation.

**Action:**

Ms Craydon is to email Ms Yvette Bowen, concerning the matter of Deeds of Indemnity being issued for the Board Members against any liability for prosecution in relation to the Work Health and Safety Legislation and Ms Bowen will provide advice to the 3 October 2012 Board Meeting on this matter.

- 4.3 Mr Crawford is to submit a report to a future Board Meeting that provides information on the NSW LHD recruitment system about the average length of time each clinical discipline takes to recruit staff from when the advertisement is approved to when the interview is held and the successful applicant is notified of his/her appointment, both retrospectively and prospectively.

Mr Crawford advised that this piece of work will be progressed following finalisation of the Workforce structure which is expected to be in place during September 2012.

**Action:**

Mr Crawford is to submit a report to a future Board Meeting that provides information on the NSW LHD recruitment system about the average length of time each clinical discipline takes to recruit staff from when the advertisement is approved to when the interview is held and the successful applicant is notified of his/her appointment, both retrospectively and prospectively

- 4.4 Mr Crawford is to provide feedback to the 3 October 2012 Board Meeting from the September 2012 Clinical Council meeting following discussion of the issue of identification of impending workforce shortages, that may be able to be addressed in a more timely fashion, such as recruiting to positions earlier.

Mr Crawford advised the issue of identification of impending workforce shortages had been flagged as an item for the September 2012 Clinical Council, however due to other high priority items being raised for discussion at that meeting this issue may need to be deferred to a later Clinical Council meeting, before the end of 2012. Mr Crawford advised that he will provide feedback to the Board following this issue being considered by the Clinical Council.

**Action:**

Mr Crawford is to provide feedback to the 3 October 2012 Board Meeting about when the issue of identification of impending workforce shortages, that may be able to be addressed in a more timely fashion, such as recruiting to positions earlier, will be discussed by the Clinical Council.

- 4.5 All Board Members who had attended the Board Members Conference are to provide a brief written overview of the Breakout Groups that they had attended, as well as their overall observations on the Conference, for inclusion in the 29 August 2012 Board Meeting Agenda Papers for noting.

The notes from Dr Ogg on the Cancer Breakout Session from the Board Members Conference was noted.

The Chair requested that this item remain on the Agenda so that the Board Members who have not provided their written overviews on the breakout sessions that they attended, can submit these to the Board for noting.

**Action:**

**All Board Members who attended the Board Members Conference are to provide a brief written overview of the Breakout Groups that they had attended, as well as their overall observations on the Conference, for inclusion in the 3 October 2012 Board Meeting Agenda Papers for noting.**

**Mr Crawford is to request the NNSW LHD Planning and Performance Unit to provide a Brief on penetrance rates for cancer services for the NNSW LHD to the 3 October 2012 Board Meeting for consideration.**

- 4.6 A special Board Strategic Budget Meeting is to be scheduled in either February or March 2013 to discuss the 2013/14 Budget Build-up process and Mr James McGuigan, Executive Director of Finance and key Finance Staff are to be invited to attend this special Board Meeting.**

The Chair advised that a Board Strategic Budget Meeting will be scheduled early in 2013 to discuss the 2013/14 Budget Build-up process.

**Action:**

**A special Board Strategic Budget Meeting is to be scheduled in either February or March 2013 to discuss the 2013/14 Budget Build-up process and Mr James McGuigan, Executive Director of Finance and key Finance Staff are to be invited to attend this special Board Meeting.**

- 4.7 The paper from Dr Pezzutti on “Care of the Deteriorating Patient” is to be submitted to the August 2012 Health Care Quality Committee for further discussion.**

Ms Kew advised the paper on “Care of the Deteriorating Patient” was submitted to the August 2012 Health Care Quality Committee and is reported on in the HCQC Minutes.

This item is to be deleted from the Agenda.

- 4.8 Mr Crawford is to follow-up to ensure that appropriate funding is made available to the Tweed Byron and Richmond Clarence Health Service Groups to cover additional telehealth costs, if they arise.**

Mr Crawford reported that he has been advised that the LHD generally uses IP technology rather than ISDN to support telehealth services, as IP is largely charged out at a much lower cost. However, should a few Sites not have access to reliable IP services as yet, and should additional costs be incurred for telehealth services, then the LHD will reimburse those Sites for these additional costs, Mr Crawford said.

**Action:**

**Mr Crawford is to follow-up on whether there is an opportunity for the cascading of telehealth IP Lines, if a Referral Facility has not got a Medical Officer available, for the Telehealth System to cascade to another Telehealth-linked Referral Facility and provide information to the 3 October 2012 Board Meeting.**

**4.9 Mr Crawford is to arrange for a briefing to be provided on the current status of fire safety maintenance to a future meeting of the Finance and Performance Committee**

Mr Crawford advised that a Brief on the current Fire Safety status is to be provided to the Finance and Performance Committee for consideration in October.

Mr Frazer also noted that Work Health and Safety issues relating to the physical layout of facilities will also be included in the report on outstanding maintenance type issues to the Finance and Performance Committee.

The Chair requested that this item be removed from the Agenda.

**4.10 The Board Chair is to forward a letter of response to Dr Rosemary Craig's email dated 8 July 2012 concerning the proposed Urgent Care Centre for Coraki to be located on the Campbell Hospital Campus.**

The Board noted the letter to Dr Rosemary Craig, dated 22 August 2012 in response to the email from Dr Craig concerning the Urgent Care Centre proposed to be established on the Campbell Hospital Campus.

**4.11 Mr Crawford is to write to Professor Lesley Barclay, UCRHNC advising that clinical images that are used during Grand Rounds are required to be deleted at the completion of Grands Rounds, under the NNSW LHD Clinical Imagery Management Policy.**

The Board noted the letter to Professor Barclay dated 22 August 2012 concerning the requirements of the NNSW LHD Clinical Imagery Management Policy that clinical images that are used during Grand Rounds are required to be deleted at the completion of Grand Rounds.

Professor Barclay advised that the UCRHNC has now actioned the request concerning the requirements of the Clinical Imagery Policy and anyone using the UCRHNC IT equipment will now only be able to use a USC or have access via a direct password protected link.

**4.12 The Chair is to forward a letter of thanks to Ms Janelle Saffin, MP, Member for Page for her strong advocacy in supporting NNSW LHD to secure \$60 million of Capital Works funding to commence the development of LBH Stage 3, an MRI Licence for the LBH MRI and \$4.3 million of funding to develop the Yamba Community Health Centre.**

The Board noted the letter of thanks sent to Ms Janelle Saffin, MP, Member for Page dated 6 August 2012.

Mr Crawford noted that he has been advised that Ms Saffin was pleased to receive the letter of thanks from the Board.

**4.13 Mr Crawford is to submit a Brief to a future Board Meeting on potential research funding opportunities available to the NNSW LHD.**

Mr Crawford advised that information is still being gathered for the development of a Brief on the potential research funding opportunities that are available to NNSW LHD, which will be submitted to a future Board Meeting for consideration.

**Action:**

**Mr Crawford is to submit a Brief to a future Board Meeting on potential research funding opportunities available to the NNSW LHD.**

**4.14 Mr Spriggs is to follow up on the provision of local information including information about local support groups available in the LBH Cancer Centre, as raised by Thomas George, MP, and Member for Lismore.**

The Board noted the letter to Mr Thomas George, MP, Member for Lismore dated 23 August 2012 concerning information, that is available to cancer patients in the LBH Cancer Centre.

**4.15 Mr Crawford is to seek advice about the availability of retinal surgery at St Vincent's Hospital and if this service was available when the last contract with St Vincent's Hospital was executed and whether this service can be included in the next Ophthalmology Service Tender process.**

The Board noted the letter to Mr Thomas George, MP, Member for Lismore dated 23 August 2012 concerning the availability of retinal surgery.

**4.16 Mr Crawford is to follow up with the NNSW LHD Capital Works Unit to seek advice on what credit was given to the Lions Club in regard to the Accommodation Units established at LBH and what had occurred with these Accommodation Units, that had to be relocated when the Lismore Mental Health Inpatient Unit was developed and to provide feedback to Mr George on this matter.**

The Board noted the letter to Mr Thomas George, MP, Member for Lismore dated 23 August 2012 concerning the Lions Club Accommodation Units originally developed at LBH.

**4.17 Mr Crawford is to schedule a meeting with Mr George and Mr Fittler and the members of his group to be briefed by Health Infrastructure and its Architects on the final option for LBH Stage 3 Phase 1 Redevelopment.**

The Board noted the letter to Mr Thomas George, MP, Member for Lismore dated 23 August 2012 concerning the scheduling of a meeting with Mr George and Mr Fittler, when the final option for the LBH Stage 3 Phase 1 Redevelopment is complete, from a planning perspective.

- 4.18 Mr Crawford is to follow-up to ensure that the recently appointed acting Nurse Management Staff in the Adult Mental Health Unit have appropriate qualifications and that appropriate senior Staff are always available within the Unit, and provide feedback to Mr George on this matter.**

The Board noted the letter to Mr Thomas George, MP, Member for Lismore dated 23 August 2012 concerning Staffing at the LBH Mental Health Unit.

- 4.19 The Board Chair is to forward a letter to Dr Tony Lembke, Chair, North Coast Medicare Local (NCML) Board seeking proactive support in recruiting a local General Practitioner to Bonalbo from the NCML.**

The Board noted the letter to Dr Tony Lembke, Chair, North Coast Medicare Local (NCML) Board dated 22 August 2012 seeking the support of the NCML in recruiting a local General Practitioner to Bonalbo Hospital.

- 4.20 Mr Crawford is to investigate if a Locum Medical Officer working at Bonalbo Hospital could write Closing the Gap Scripts for patients.**

The Board noted the letter to Mr Thomas George, MP, Member for Lismore dated 23 August 2012 concerning the ability for a Locum Medical Officer working at Bonalbo Hospital to write Closing the Gap Scripts for patients.

**5. NNSW LHD Board Resolution & Decision Register**

The updated Resolution and Decision Register from the 1 August 2012 Board Meeting was noted.

- 5.1 Additions to Register Items 85, 141, 145 and 148 covered in Item 4 Business Arising.**

Noted

- 5.2 New Register Items 151 to 165 covered in Item 4 Business Arising.**

Noted

**6. Minutes – Governance Committee:**

**6.1 Finance & Performance Committee**

Mr Frazer gave a verbal report arising from the Finance and Performance Committee (F&PC) meeting held on 22 August 2012.

**Action:**

**Mr Crawford is to consider the possibility of Activity Based Funding impacting on the cost of treating Private Patients, so causing more Private Patients to be admitted to Private Health facilities and to provide a report on this assessment, to the Finance and Performance Committee.**

The unconfirmed Finance and Performance Committee Minutes from 22 August 2012 were noted.

**6.2 Health Care Quality Committee**

Ms Kew provided a verbal report arising from the Health Care Quality Committee held on 14 August 2012

**Action:**

**Mr Crawford is to provide a brief to the Board on what the current NSW LHD practice is for cross border retrieval of young people who require stroke care.**

The unconfirmed Health Care Quality Committee Minutes from 14 August 2012 were noted.

**6.3 Medical and Dental Advisory Appointments Committee (MDAAC)**

The Board Chair gave a verbal report arising from the MDAAC Meeting held on 9 August 2012.

The unconfirmed MDAAC Minutes from 9 August 2012 were noted.

**6.4 Health Services Development Committee**

The unconfirmed Minutes of the Health Services Development Committee Meeting held on 28 August 2012 are to be circulated to the 3 October 2012 Board Meeting.

**6.5 Audit and Risk Committee (ARC)**

The unconfirmed Minutes of the Audit and Risk Committee Meeting held 24 July 2012 are to be circulated to the 3 October 2012 Board Meeting.

**6.6 NSW LHD Clinical Council**

The unconfirmed Minutes of the NSW LHD Clinical Council Meeting held on 31 July 2012 are to be circulated to 3 October 2012 Board Meeting.

**6.7 Community Engagement Advisory Council (CEAC)**

The unconfirmed Minutes of the CEAC Meeting held on 27 August are to be circulated to the 3 October 2012 Board Meeting.

**Action:**

**Dr David Hutton is to develop a paper for the Board outlining the follow-up actions identified from the Patient Based Care Challenge following the meeting with Karen Luxford from the CEC and the discussion about them held at the CEAC.**

**6.8 Medical Staff Executive Council (MSEC)**

The Minutes of the MSEC held on 9 August 2012 are to be circulated to the 3 October 2012 Board Meeting.

**7. General Business:**



**7.1 Byron Shire Central Hospital and Community Health Service Clinical Services Plan**

The Board considered that the Byron Shire Clinical Services Plan was an excellent document, being a contemporary plan that provides a sound platform for future decision-making.

**Action:**

**Mr Crawford is to submit a brief to the NNSW LHD Board providing advice on who would fund the roadworks from the Byron Shire Central Hospital to the Highway, which would be required as part of the Byron Shire Central Hospital development.**

The Board congratulated Ms Maureen Lane and her team on the excellent work that they had undertaken in the development of the Byron Shire Clinical Services Plan and for providing such a contemporary document for the Board's consideration.

The Board RESOLVED to endorse the Byron Shire Clinical Services Plan.

**Moved:** Professor Lesley Barclay

**Seconded:** Mr Malcolm Marshall

**CARRIED**

**7.2 Letter from Ms Mollie Strong, Chair, NNSW LHD CEAC concerning the current Health practice relating to the sending of reminder letters for routine BreastScreening**

The Board requested that NNSW LHD Management investigate whether there is sufficient evidence that survival rates of women over seventy years and over increase to justify sending them reminder letters, advising that their next screening appointment is due.

Following receipt of the research on the screening of women over seventy years and over, the Board will consider whether it is sufficiently clear in its findings that women over seventy years and over have their survival rates increased due to BreastScreening. Should the Board be satisfied that the findings from the research are positive, then it will ask the Chief Executive to draft a letter to the State Minister for Health and Medical Research and Federal Minister for Health requesting that the practice of not sending reminder letters about routine breast screening to women of seventy years and over be reviewed.

**Action:**

**Mr Crawford is to request the NNSW LHD Planning and Performance Unit to investigate whether there is evidence that demonstrates that the BreastScreening of women seventy years and over increases survival rates from BreastScreening.**

**Mr Crawford is to draft an interim letter for the Board Chair's signature, to Ms Mollie Strong, Chair, CEAC, advising of the follow-up actions being taken by NNSW LHD concerning the proposal to forward reminder letters to women seventy years and over to advise them that their regular BreastScreen appointment is due.**

- 7.3 Brief to consider an Interim Aboriginal Health Partnership Agreement between NNSWLHD and Aboriginal Medical Services within the NNSW LHD footprint**  
The Board noted and supported the interim Aboriginal Health Partnership Agreement.

**Moved:** Ms Deb Monaghan

**Seconded:** Mr David Frazer

**CARRIED**

- 7.4 Letter of response to A/Professor Brian K Owler, President, AMA concerning the impact of the Labour Expenses Cap**  
The letter from the Board Chair to A/Professor Brian K Owler, AMA dated 22 August 2012 concerning the Labour Expense Cap was noted.

**8. Chief Executive's Report**

Mr Crawford referred to the issues that were covered in his report to the Board and included Lismore Health Precinct, Gold Coast Health District Board, Taking Pressure Off Public Hospitals, NSW Premier's Address to the Institute of Public Administration Australia, Final Report of the Commission of Audit, Support for Northern Rivers University Centre for Rural Health, Closure of the Grafton Goal, Labour Cap Savings, Patient Flow Action Plan, NNSW LHD Intranet Site, Internal Audit Function, Coraki and Surrounds Clinical Services Plan and Urgent Care Centre, Byron Shire Central Hospital, People Matter Survey, "Person Responsible" and "Next of Kin", Health Education and Training Institute (HETI), Rural District Chief Executive Group, NNSW LHD Business Plan, LBH Public Lifts, NNSW LHD Restructure Update, NNSW LHD Executive, FirstNet Remediation Comes to NNSW LHD, Major Upgrade to TTH Power Supply, Murwillumbah Hospital Emergency Department Upgrade, Casino Hospital Nurse Utilisation Report, NEAT and NEST Performance, Health Consumers NSW, Bonalbo Hospital Developments, LBH Stage 3, Introduction of Connecting Critical Care System to Mullumbimby Hospital and Annual Leave.

The Board RESOLVED that Mr Crawford draft a letter for the Board Chair's signature to the Minister for Health and Medical Research inviting her to be Guest Speaker at the NNSW LHD Annual Board Community Meeting in late November or early December 2012.

**Action:**

Mr Crawford is to draft a letter for the Board Chair's signature to the Minister for Health and Medical Research inviting her to attend the NNSW LHD annual Board Community Meeting as the Guest Speaker in late November or early December 2012

**Action:**

Mr Crawford is to provide the Board with additional information including a position description for the proposed amalgamated Executive Allied Health Director and Chronic and Primary Health Manager role to the 3 October 2012 Board Meeting for consideration.

The Chief Executive's Report was noted.

**9. For Information:**

**9.1 NNSW LHD Business Plan 2012/2013**

Noted

**9.2 Memorandum to John Lambert Manager Assets and Capital Work concerning requested amendments to the NNSW LHD Asset Strategic Plan 2012 – 2022**

Noted

**9.3 Letter to Mr Thomas George, MP, Member for Lismore concerning the process for Tendering for Locum Medical Agencies to provide medical cover to Bonalbo Hospital**

Noted

**9.4 Letter from Dean Bell, MOH, concerning Membership of Medicare Locals by Local Health Districts**

Noted

**9.5 Letter to Ms Julia Bellamy, Regional Director, Uniting Care Ageing requesting meeting to discuss the concept of Developing a Multipurpose Service at Bonalbo**

Noted

**9.6 Letter from Minister for Health and Medical Research to Board Chair concerning Renewal of the LHD Board Membership in December 2012**

Noted

**9.7 Letter from Mr Tom Fitzgerald concerning Coraki and Surrounds Clinical Services Plan**

Noted

**10. Business Without Notice**

- The Chair tabled the draft Corporate Governance Attestation Statement that required consideration and endorsement by the Board prior to its being signed by the Chief Executive and the Chair and submitted to the MOH.

The Board resolved to ENDORSE the signing of the Corporate Governance Attestation Statement by the Chief Executive and Board Chair.

- Dr Pezzutti referred to the recent Community Engagement Advisory Council where the issue of Official Hospital Visitors (for Mental Health Units) was raised, and a query was raised as to whether Official Hospital Visitors could be utilised for Public Hospitals, in a similar way to the Mental Health Official Visitors Program.

**Action:**

**Mr Crawford advised that he will make enquiries as to the potential for Official Visitors to be appointed to visit the Public Hospitals and he will report back on his findings to the Board.**

- Mr Marshall advised that he is not available to attend the 31 October 2012 Board Meeting and noted the Chair would also be unable to attend this Board Meeting. The Chair requested that an alternate date be identified that is suitable to the Chair and Deputy Chair and that the end October Board Meeting be rescheduled to that date.

**Action**

**The Board Secretariat is to email Board Members with a potential alternate date for the 31 October 2012 Board Meeting.**

- The Chair suggested that following the 3 October 2012 Board Meeting in Lismore, the Board Members have an early dinner at a suitable venue in Lismore. The Chair requested the Board Secretariat email the Board Members to determine their availability to attend an early evening dinner after the 3 October 2012 Board Meeting.

**Action:**

**The Board Secretariat is to email Board Members seeking for their availability to attend a dinner on 3 October 2012 following the Board Meeting and once their availability is ascertained to advise them of a venue for the proposed post-Board Meeting dinner.**

- Professor Barclay advised the Blood Bank building will be demolished in early October 2012 and this will cause some disruption to both the carpark and the booking of rooms at the University Centre for Rural Health for a period of around six months. During that period priority will be given to student needs. Professor Barclay advised that she has advised the Chief Executive of the disruption that will occur during the building works.

**11. Correspondence In:**

**11.1 Schedule of correspondence received by the Board Chair for noting**

Noted

**12. Correspondence Out:**

**12.1 Letters of invitation to Mr Geoff Provest, MP, Member for Tweed, Dr Ian McPhee, Chair TTH Medical Staff Council and Mrs Jan Tobin, President TTH Auxiliaries to attend 29 August 2012 Board Meeting**

Noted

**12.2 Letter from Board Chair dated 3.8.12 to the Minister for Health and Medical Research providing a Report on the Implementation of the key measures from the NNSW LHD Action Plan**

Noted

**12.3 Letter from Board Chair to Ms Elaine Robinson, UHA Mullumbimby Branch, re: Proposed telehealth trial at Mullumbimby Hospital**

Noted

**4.30pm Mr Geoff Provest, MP, Member for Tweed, Dr Ian McPhee, Chair Medical Staff Council, The Tweed Hospital and Ms Jenny McKellar, Secretary, United Hospital Auxiliary, Tweed Branch attended the Board Meeting to address the Board.**  
The Chair thanked Mr Provest, Dr McPhee and Ms McKellar for attending the Board Meeting to address the Board on specific matters they wished to raise with the Board.

Dr McPhee thanked the Board for another opportunity to address the Board and indicated that since he had last addressed the Board Members there are some issues concerning The Tweed Hospital (TTH) and Tweed Byron Health Service Group, which are a reflection of the organisation that is evolving.

The Chair thanked Dr McPhee for raising these issues, which are operational and therefore will be noted by the Board and then followed up by the Management.

Ms McKellar referred to the previous list of outstanding hospital equipment to be purchased that had been raised by Mrs Jan Tobin, President, TTH Auxiliary with the Board. Ms McKellar advised that since then LHD Management has been working with TTH Hospital Management, and the Auxiliary on a list of equipment that now totals \$331,500 in cost and at the 6 August 2012 TTH Auxiliary Meeting, fifteen new electric beds at a cost of \$45K had been ordered. Ms McKellar advised TTH Auxiliary wishes to continue working closely with TTH Management to reduce the list further. Ms McKellar advised TTH Hospital Auxiliary Executive are meeting on 3 September 2012 and will be seeking some advice on what TTH Management would like the Auxiliary to purchase next.

Mr Free advised that he will schedule a meeting with TTH Auxiliary Executive to discuss future Auxiliary purchases for TTH.

The Board thanked Ms McKellar and TTH Auxiliary for their excellent fundraising efforts on behalf of the Patients and Staff of TTH.

Mr Provest requested an update in due course on the concerns that had been raised by Dr McPhee.

Mr Crawford advised that the issues that are raised with the Board are followed up and either a written or verbal response is provided to the Board and he will ensure that Mr Provest is provided with an update on the issues raised by Dr McPhee.

Mr Provest referred to meetings he attends with his counterparts from Queensland in relation to cross border matters and sought approval from the Board for Mr Crawford to attend one of these meetings to discuss cross border issues.

Mr Crawford advised that the cross border document received from Mr Provest was tabled at the recent Cross Border Executive Steering Committee and it will be considered at the next Executive Steering Committee Meeting.

Mr Provest referred to the query he had raised with the Board as to whether there was a strategy in place concerning the cross border wage differentials that exist.

Mr Crawford advised that there is currently a 2.5% cap on NSW Public Sector wage increases and therefore the Board is not able to grant wage increases above this level at the present time.

Mr Provest suggested there may be special consideration given to the Tweed area due to its location, which is currently subject to an Upper House Enquiry.

Mr Provest advised that the Tweed Valley Educational Foundation has been formed, which is led by the NSW Education Department and has representatives on it from three universities and industry. Mr Provest requested a suitable representative from the LHD be nominated to attend a Foundation Forum to address it on what type career opportunities are available in the Health field.

Professor Barclay suggested that the University Centre for Rural Health together with Southern Cross University could run an Expo for High School students in the Tweed area, as this had not been done previously. Professor Barclay indicated that she will make contact with Nursing Professor Iain Graham, from Southern Cross University to discuss the potential for this.

The Chair thanked Dr McPhee, Ms McKellar and Mr Provest for attending the Board Meeting.

- 13. Next Meeting: Wednesday 3 October, 1.30 – 5.00 pm Ground Floor Meeting Room, Lismore**

ABRIDGED MINUTES OF THE MEETING OF THE NORTHERN NEW SOUTH WALES  
LOCAL HEALTH DISTRICT BOARD HELD ON WEDNESDAY 29 AUGUST 2012 HELD IN  
THE TCERI MEETING ROOMS, THE TWEED HOSPITAL, TWEED HEADS, COMMENCING  
AT 1.30PM

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There being no further official business, the Chair declared the meeting closed at 5.00pm.

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

Signed ..... *Hazel Bridgett* ..... Date *23. 11. 2012* .....  
Ms Hazel Bridgett  
Chair, Northern NSW Local Health District