

NSLHD Board

MEETING DETAILS

Date: Tuesday 18 May 2021 commencing 4:15pm

Venue: NSLHD Boardroom, Level 14, Kolling Building or via Skype

Present:

Mr Trevor Danos AM	Board Chair
A/Professor Annette Schmiede	Deputy Board Chair
Mr Andrew Goodsall	Board Member
Mr Anthony Hollis	Board Member (Skype)
Mr Brad Goodwin	Board Member
Dr Donna Lynch	Board Member
Ms Karen Filocamo	Board Member
Mr Keith Skinner	Board Member
Ms Kimberley Reynolds	Board Member (Skype)
Professor Emerita Mary Chiarella AM	Board Member
Dr Michelle Mulligan	Board Member
Dr Stephanie Teoh	Board Member

In attendance:

Ms Deb Willcox	Chief Executive, NSLHD
Dr Bruce Cooper	Chair MSEC, NSLHD (Skype)
Ms Elizabeth Wood	Executive Director Operations, NSLHD
Ms Jacqueline Ferguson	Director Finance and Corporate Services, NSLHD
Ms Brooke Barnett	Board Secretariat
Ms Claire Harris	Director of Nursing and Midwifery, NSLHD (item 3.0)
A/Professor Michael Nicholl	Director Maternal, Neonatal and Women's Health Network (item 4.0)
Ms Jodi Adams	A/Service Development Manager, Maternal, Neonatal and Women's Health Network NSLHD (item 4.0)
Ms Paula Williscroft	Director People and Culture, NSLHD (item 10.4)

Apologies:

Nil

AGENDA ITEMS

The Board held an initial 15 minute in-camera session.

The Board Chair opened the meeting with an Acknowledgment of Country and welcomed the Board members and attendees to the meeting.

1. Attendance / Apologies / Conflict of Interest

Attendance was **noted**; there were no apologies.

The Board Chair asked those present to declare any additional or new conflicts of interest. None was declared.

2. Confirmation of Minutes

2.1. Minutes of meeting held 20 April 2021

Minutes of the meeting held 20 April 2021 were confirmed as a true and accurate record of the meeting.

3. Nursing and Midwifery Directorate Update

The Director of Nursing and Midwifery, NSLHD (DONM) provided an update on the Directorate. The presentation included an overview of the Directorate, the COVID-19 response, current issues in workforce planning, priorities and sustaining success in midwifery services. The presentation also included an update on the Patient Access and Logistics Service and the current research priorities and projects.

Action: Board Secretariat to provide a copy of the Nursing and Midwifery Research 2020 Annual report to the Board.

Action: RNSH ICU Nurse Practitioners to present the Care, Coordination and Curriculum project to the Board.

4. Presentation – Perineal Lacerations

The Director Maternal, Neonatal and Women's Health Network, NSLHD together with the A/Service Development Manager, Maternal, Neonatal and Women's Health Network, NSLHD presented to the Board on *Hospital Acquired Complications: Third and fourth degree perineal laceration during delivery*. The presentation had previously been made to the Health Care Quality Committee. The presentation included an overview of the background of the complications, the outcomes, best practice for prevention, benchmarking and monitoring of the hospitals in the District, and the current activities being undertaken to reduce the complications.

5. Patient Story

5.1. Critical Care Unit

This item was **noted** and taken as read.

6. Ongoing Business/Action Items

6.1. Action List – April 2021

The action list was reviewed and updated accordingly.

6.2. Referral Note – Alcohol Related Harm Among Older Women in NSLHD

This item was **noted** and taken as read.

7. Chief Executive update on COVID-19 activities

The Chief Executive (CE) advised the COVID-19 vaccination roll out is progressing with two further hubs open in the NSLHD.

8. Update on Accreditation

The CE advised the Board that preparations are underway for the trial assessments. A further update will be provided to the Board for the June 2021 meeting.

9. Matters for Noting

9.1. MoH Risk Statements

This item was **noted** and taken as read.

10. Strategic Discussion

10.1. Article 'Health consumers of today, partners of tomorrow'

This item was **noted** and taken as read.

10.2. Strategy and Operational Arrangements for Sydney Health Partners

This item was **noted** and taken as read.

10.3. Learnings from Shadowing an Intern

The Clinical Director of Surgery and Anaesthesia, RNSH provided an overview of an exercise in shadowing a Junior Medical Officer (JMO) for a day. The exercise had been both informative and positive and identified several opportunities for improvements including in relation to use of technology and process improvements and automation.

Action: CE and Clinical Director of Surgery and Anaesthesia, RNSH to meet with RNSH General Manager and assess any opportunities for improvement from this exercise, report back to Board. October 2021.

10.4. Zero Tolerance Statement

This item was **noted** and taken as read.

The Director of People and Culture (DPC) provided an overview of the background and intention of the proposed NSLHD Zero Tolerance Statement relating to harassment, bullying, intimidation, sexual harassment and discrimination and that would apply to all NSLHD staff, volunteers and contractors. An important feature of the Statement is the proposed proportionality of responses to these forms of unacceptable behaviours. The DPC advised further initiatives and annual reporting are planned to be introduced in the District following the publication of the Statement. The Statement is currently in draft form. The Statement will have a short "soft launch" period to allow for consultation, integration with the existing Speaking Up for Safety program and the development of internal processes and procedures to support the Statement. The final Statement will come back to the Board for endorsement.

Action: The Board to receive an update following the "soft launch". August 2021.

10.5. Referral Note – Modern Slavery

This item was **noted** and taken as read.

11. Standing Business

11.1. Board Chair Report

The Board Chair welcomed back the CE after the completion of her two month secondment at the Ministry of Health.

The Board Chair provided a verbal update with the following highlights:

- The Board Chair and the CE attended the “sod turn” for the Manly Adolescent and Young Adult Hospice (AYAH). The Board Chair and Board congratulated the CE and all those involved on the project.
- The Board Chair and the CE met with the CE and senior leadership of HammondCare.
- The Board Chair and the CE met with the Chair and Executive Director Sydney Health Partners (SHP). SHP will present to the Board later in the year.
- The pilot plastic recycling program at Hornsby Ku-ring-gai Hospital (HKH) is progressing well.
- The Board Chair discussed the serious emerging risk of nursing staff fatigue and shortages across the State.
- The annual conference for Board members continues to be planned for late August or early September 2021.
- The Board Chair and several Board members attended a Respecting the Difference session led by the NSLHD Aboriginal Health Team. The Board Chair highly commended the session.

11.2. Chief Executive Report May 2021

The report was **noted** and taken as read.

The Chief Executive provided a verbal update with the following highlights:

- The District remains on performance level 0 and is travelling well despite the increase in activity returning to pre COVID-19 levels.
- The post COVID-19 elective surgery lists are progressing well with an aim to have zero overdue patients in all categories by 30 June 2021.
- The CE and the Executive Director Operations, NSLHD (EDOps) advised the Triage categories 2 and 3 are a priority, with improvement templates sent to all facilities. There is a piece of work being undertaken to ensure patient triage is being accurately captured.
- The consumer event ‘*What matters to you day*’ is scheduled for 11 June 2021.
- The Patient Safety Culture Survey will be released shortly with results available in real time to accurately assess any emerging issues.
- The CE acknowledged the winners of the recent ‘Pitch’ event and thanked the Board members who attended.

There was a discussion on the outcomes of the recent Board Strategy Day, opportunities for improvements in the patient discharge processes, cyber attacks on

overseas hospitals, the status of the NSLHD Clinical Services Plans and NSLHD's ICT and Digital Transformation strategies.

Action: The ICT and Digital Transformation Strategy team to brief the Board.

11.3. Finance Risk and Performance Report

The report was **noted** and taken as read.

The Director of Finance and Corporate Services (DoFCS) provided an overview of the District's financial position.

The Chair, FRAP provided an update on the in depth analysis being done on the financial performance of RNSH and the projects being undertaken by the Director of Financial Performance (DFP), NSLHD and the EDops. The Chair, FRAP congratulated those involved in the analysis and projects and the engagement of RNSH.

Action: The DFP and EDops to present to the Board the RNSH Pricing Project review recommendations and their implementation, and the RNSH Financial Performance review and recommendations when the review has been complete.

11.4. Committee Updates

Board Audit and Risk Committee (BARC)

No further update provided.

Finance, Risk and Performance Committee (FRAP)

No further update provided.

Consumer Committee (CC)

No further update provided.

Health Care Quality Committee (HCQC)

No further update provided.

JMO Board Wellbeing

No further update provided.

Clinical Council

No further update provided.

Medical Staff Executive Council (MSEC)

No further update provided.

NSLHD Research Advisory Committee

No further update provided.

Planetary Health Committee

No further update provided.

Health Education and Research Precinct

No further update provided.

11.5. NSW LHD Selected Performance Indicators – February 2021 and March 2021

This item was **noted** and taken as read.

11.6. Communications Calendar

The item was **noted** and taken as read.

12. NSLHD Committee Minutes and Reports (taken as read)

12.1. Board Audit and Risk Committee (BARC)

Not available.

12.2. Finance Risk and Performance Committee (FRAP)

This item was **noted** and taken as read.

12.3. Consumer Committee

This item was **noted** and taken as read.

12.4. Consumer Committee STRA2P Report

This item was **noted** and taken as read.

12.5. Health Care Quality Committee (HCQC)

This item was **noted** and taken as read.

12.6. HCQC STRA2P

Not available.

12.7. HCQC Safety and Quality Report

Not available.

12.8. JMO Wellbeing Board Committee

This item was **noted** and taken as read.

12.9. Clinical Council

Not available.

12.10. Medical Staff Executive Council (MSEC)

Not available.

12.11. NSLHD Research Advisory Committee

This item was **noted** and taken as read.

12.12. Planetary Health Committee

This item was **noted** and taken as read.

12.13. Health Education and Research Precinct

This item was **noted** and taken as read.

13. Other Business

The Board Chair and the Board acknowledged and thanked Ms Elizabeth Wood, Executive Director Operations for the outstanding work and support provided during her time at the NSLHD and in particular her leadership in NSLHD's response to COVID-19.

The Board Chair advised Associate Professor Annette Schmiede, Deputy Chair, NSLHD Board and Chair, NSLHD Finance Risk and Performance (FRAP) Committee, will be retiring on 30 June 2021 after 10 years of dedicated service and leadership. Professor Emerita Mary Chiarella AM will be appointed Deputy Chair, NSLHD Board effective 1 July 2021. Mr Keith Skinner will be appointed Chair, NSLHD FRAP effective 1 July 2021.

The Board Chair advised the Board the NSLHD Medical Staff Executive Council recently held election for the Chair position. Dr Cesar Uy who is a Rehabilitation Specialist at Hornsby and Ku-ring-gai Hospital is the Chair-elect of the NSLHD Medical Staff Executive Council.

The Board Chair advised the Chair of the NSLHD Board Audit and Risk Committee will be retiring at the end of 2021. Ms Jan McClelland AM is the Chair-elect of NSLHD BARC.

14. Date, Time & Venue for Next Meeting

Tuesday, 15 June 2021, commencing 4:15pm, NSLHD Boardroom, Level 14 Kolling Building, RNSH.

Meeting Closed: 7:16pm

CERTIFIED A CORRECT RECORD

Trevor Danos AM, Chair

15.06.2021