

Minutes



NSLHD Board

MEETING DETAILS

Date: Tuesday 19 May 2020 commencing 4:15pm

Venue: Norman Nock, Level 5, Kolling Building or via Skype

Present:

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

In attendance:

Ms Deb Willcox	Chief Executive, NSLHD (CE)
Dr Bruce Cooper	Chair Medical Staff Executive Council, NSLHD
Ms Jacqueline Ferguson	Director Finance & Corporate Services, NSLHD
Ms Elizabeth Wood	Executive Director Operations, NSLHD
Ms Melanie Coughlin	Corporate Secretariat Officer
Ms Tahlee Smith	Department of Planning, Industry & Environment
Mr Leon Walker	Department of Planning, Industry & Environment

Apologies:

Nil

BOARD MEETING DETAILS – commencing at 4:15pm

The Board held an initial 15 minute in camera session.

The Board Chair welcomed the Board members and attendees to the meeting.

1. Attendance / Apologies / Quorum / Conflict of Interest

Attendance and apologies were **noted**.

The Board Chair requested all attendees to declare any conflicts of interest at this meeting. There were no conflicts of interest declared.

2. Confirmation of Minutes

Minutes of the meeting held 21 April 2020 were confirmed as a true and accurate record of the meeting.

3. Patient Story

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

4. Ongoing Business/Action Items

4.1 Action List – May 2020

The Action List was reviewed and updated accordingly.

4.2 COVID-19 proposed amendments to Internal Audit Plan

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

It was acknowledged that there has been no change to internal audit controls. The Board requested the CE provide further detail on which sections of the existing plan are proposed to be re-prioritised, and advise on any implications, associated with this.

Action: CE to review the revised Audit Plan and provide further detail to the Board in the June 2020 Meeting.

4.3 WHS Board Quarterly Reporting

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

The Board requested that future reports contain a separate section on any workplace injuries involving construction workers and external contractors. In addition the Board requested that future reports contain relevant information on the 'Speaking up for Safety' program and the 'Diversity, Inclusion and Belonging Council' program.

5. Strategic Matters

5.1 4B Herbert Street Precinct

Ms Tahlee Smith and Mr Leon Walker, from Development & Transactions within the NSW Department of Planning, Industry and Environment provided a detailed presentation on the concept plan for the Herbert Street Precinct that had been released by the NSW Government. Board members noted the need for extensive consultation and identified key issues such as traffic flows and RNSH access. The Board noted there is a separate website with information and frequently asked questions (and answers) that will be updated regularly www.herbertstreetprecinct.com.au

The Communications Strategy and Consultation Timeline was shared with the Board. The community engagement and consultation process is currently being finalised.

The Board Chair thanked the presenters and their colleagues for their time and collaboration in working with the NSLHD. Board members were encouraged to provide feedback during this consultation period.

5.2 CE update on COVID19 activities

The CE provided an update on COVID-19 activities followed by a lengthy discussion on the following:

- Continued preparations for COVID-19
- Increase in number of tests across NSLHD with new pop up clinics
- Collecting feedback on patient experience attending the COVID-19 clinics
- Reinstatement of planned surgery
- Capturing of lessons learnt from the COVID-19 experience
- Role and capabilities of Public Health Unit
- Communication on COVID-19 across the NSLHD including Facebook and other social media

The Board Chair thanked and congratulated the CE and her Executive team for their strong leadership and performance during the COVID-19 crisis.

6. Standing Business

6.1 Board Chair Report

The Board Chair provided a verbal update. Matters covered included:

- Board Chair and CE's visit to Mona Vale Hospital
- Board Chair and CE's upcoming visit to Macquarie University
- Attending the Diversity, Inclusion and Belonging Council
- Dr Stephanie Teoh to support Board Chair and CE in strengthening SNPHN relationship
- Ms Kimberley Reynolds has stepped down from the Consumer Committee
- Recent tour of the worksite on level 14 Kolling Building
- Development of an annual Board calendar

Action: To invite Director, People and Culture, to the Board Meeting to provide an update on the Diversity, Inclusion and Belonging Council.

Action: CE to provide an update on the work of the Research Advisory Committee.

6.2 Chief Executive Report May 2020

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

6.3 Finance Risk and Performance Report

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

6.4 Committee Updates

Finance, Risk and Performance (FRAP) Committee – Nil.

Health Care Quality Committee (HCQC) – Nil.

Consumer Committee – Nil.

JMO Wellbeing – Nil

Medical Staff Executive Council – Nil

6.5 NSW LHD Selected Performance Indicators – March 2020

The data was not available and no report attached.

7. NSLHD Committee Reports

NSLHD Committee Reports (taken as read)

Board Audit Risk Committee (BARC) - The report was **noted** and taken as read.

Clinical Council – The report was **noted** and taken as read.

Consumer Committee - The report was **noted** and taken as read.

Health Care Quality Committee (HCQC) - The report was **noted** and taken as read.

Safety and Quality Report - The report was **noted** and taken as read.

Complaints Report - The report was noted and taken as read.

Finance, Risk and Performance (FRAP) Committee - The report was **noted** and taken as read.

Medical Staff Executive Council (MSEC) - Nil.

JMO Wellbeing Board Committee - The report was **noted** and taken as read.

8. Additional Reading Material

8.1 Consumer Committee Membership update – noted.

8.2 Board Chairs visit to Ryde Hospital – noted.

8.3 Psychological needs of Healthcare staff as a result of Coronavirus – noted.

8.4 Male Champions of Change Health Group papers – noted.

8.5 Chair and CE visit to Mona Vale Hospital – noted.

8.6 Letter of appreciation Ryde3 COVID19 donations- noted.

9. Other Business
Nil

10. Date, Time & Venue for Next Meeting

Tuesday, 16 June 2020, commencing at 4.15pm, Details to be confirmed.

Meeting Closed: 6:50pm

CERTIFIED A CORRECT RECORD

Mr Trevor Danos, AM Board Chair

Endorsed by Mr Trevor Danos, AM Board Chair

.....
Signature

16/06/2020
.....
Date