

MINUTES

South Western Sydney Local Health District Board

Date: Monday 27 September 2021

Time: 3:30pm

Venue: Board Room, District Office | Skype (S)

1. Present and Apologies

Members	Pres.	Apol.	Members	Pres.	Apol.
Mr Sam Haddad (Chair) (S)	✓		Prof Neil Merrett (S)	✓	
Dr David Abi-Hanna (S)	✓		Ms Kerrie Murphy (S)	✓	
Mr Max Bosotti (S)	✓		Mr John Roach (S)	✓	
Prof Hugh Dickson (S)	✓		A/Prof Shameran Slewa-Younan (S)	✓	
A/Prof Matthew Gray (Deputy Chair) (S)	✓				
Other Attendees	Pres.	Apol.	Other Attendees	Pres.	Apol.
Ms Amanda Larkin, Chief Executive	✓		Ms Nel Buttenshaw, Director Corporate Governance	✓	
Dr Anthony Frankel, Chair, Medical Staff Executive Council (S)	✓		Ms Sonia Marshall, Incident Controller (Item 9.1)	✓	
Ms Sharon Smith & Ms Tricia Parker, Co-chair, Consumer & Community Council (Item 8) (S)	✓		Dr Setthy Ung, Medical Staff Executive Council (S)	✓	
A/Prof Miriam Levy, Medical Staff Executive Council (S)	✓				

2. Welcome	<ul style="list-style-type: none"> The Chair welcomed Board members, attendees and members of the Medical Staff Executive Council (MSEC) to the meeting. Mr Bosotti agreed to undertake the meeting evaluation. 	
3. Medical Staff Executive Council	<ul style="list-style-type: none"> The Chair thanked the MSEC members for their time and ongoing work. The presentation / discussion provides an opportunity for the full Board to hear directly about matters and explore them further, as Board Strategy Session/s. A/Prof Levy spoke to the presentation, circulated with the Agenda, highlighting: <ul style="list-style-type: none"> The 2020 Upper House Inquiry into the current and future provision of health services in the south west Sydney growth region; specifically: <ul style="list-style-type: none"> progress on supported recommendations relating directly to SWSLHD (10, 11, 12, 13) review of outpatient services (7) funding models / equity versus equality 	

	<ul style="list-style-type: none"> • COVID-19 in SWSLHD – impact and insights from the MSEC • Challenges pre-COVID were highlighted to the Inquiry, COVID has amplified the inequity and the MSEC propose that the Board, Executive and clinicians ‘speak with one voice’ and seek to meet with Government to further discuss. • Discussion points: <ul style="list-style-type: none"> • Staff well-being • Working collaboratively (Board, MSEC and Executive) • Prioritisation – what are the MSEC top 3 • Value of networking – inter & intra • Equity versus equality and the provision of tailored care • State-wide context (post COVID); need to consider models of care • CALD communities are a feature in south western Sydney • The MSEC acknowledged the leadership of the Chief Executive. • On behalf of the Board, the Chair thanked the MSEC members for the presentation and ongoing commitment to and advocacy for the health needs of the south wester Sydney communities; which is very much appreciated. 	
<p><i>A/Prof Levy & Dr Ung left and Ms Smith & Ms Parker joined the meeting at 4.05pm.</i></p>		
<p>4. Acknowledgment of Country</p>	<ul style="list-style-type: none"> • The Chair opened the meeting by acknowledging the traditional owners of the land and paid respect to elders past and present. 	
<p>5. Confirmation of the previous minutes and action list</p>	<ul style="list-style-type: none"> • <u>MOTION</u>: A motion was moved by Prof Dickson and seconded by Prof Merrett that the Minutes of the Board meeting held on 23 August 2021 be accepted as a true and accurate record. • The Action Lists (Board meetings and Board Strategy Session [5-Feb-21]) were circulated with the Agenda. 	
<p>6. Declaration of Interests</p>	<ul style="list-style-type: none"> • The Chair invited declarations of interest. <ul style="list-style-type: none"> • Nil were received. 	
<p>7. Patient Story</p>	<ul style="list-style-type: none"> • Suspended due to COVID-19. 	

<p>8. Presentation / Discussion – Strategic Focus Area: Stakeholder Engagement</p>	<ul style="list-style-type: none"> • The Board Chair welcomed co-Chairs of the Consumer and Community Council (CCC) , Ms Smith & Ms Parker who spoke to the presentation, circulated with the Agenda, highlighting: <ul style="list-style-type: none"> • Background • Structure • Achievements in 2020/21 • New Framework to 2024 • Key Activities • Board Chair questions – highlighted theme responses • Issues <ul style="list-style-type: none"> • Membership: sustainability & growth • Support for CCC representatives • Upper House Inquiry • CCC advocacy role • Discussion points: <ul style="list-style-type: none"> • The work of the CCC is very important and is undertaken on a voluntary basis • The south western Sydney communities are complex, with over 100 language groups • The Network and Council are supported by managers • Board representatives attend CCC meetings and provide feedback to the Board, together with minutes and highlights • Work of the CCC will feature at the next Board strategy session • The Board will respond to the letter recently received • On behalf of the Board the Chair thanked the CCC for their work and acknowledged Ms Parker’s retirement in December. 	
<p><i>Ms Smith & Ms Parker left the meeting at 4.46pm</i> <i>Ms Marshall joined the meeting at 4.30pm</i></p>		
	<ul style="list-style-type: none"> • The Board considered that the role, model and approach to community engagement should be further explored at the next strategy session. 	
<p>9. Chief Executive’s Report</p>		
<p>9.1 Significant Issues</p>	<ul style="list-style-type: none"> • Ms Larkin welcomed Ms Marshall to the meeting to present the COVID-19 update and capacity plans, as appended to the Chief Executive’s Report, circulated with the Agenda. • Ms Marshall highlighted: <p><i>Cases</i></p> <ul style="list-style-type: none"> • Data is provided by the Agency for Clinical Innovation (ACI) daily (48 hours retrospectively) – data presented to the meeting is at 8pm 25.09.21. 	

	<ul style="list-style-type: none"> • The number of cases is trending down, District-wide and in each LGA, with < 1 growth factors in each LGA <p><i>Predictions</i></p> <ul style="list-style-type: none"> • On average SWSLHD is below the predictions with support by the Ministry of Health and other districts, which are accepting care of some patients. Planning is based on predictions. <p><i>Capacity Planning</i></p> <ul style="list-style-type: none"> • Secured beds in private hospitals at Liverpool and Campbelltown for surge capacity • Movement of appropriate category 1 surgical and medical work • Active ambulance diversion of minor orthopaedic work to Bankstown • Some COVID positive patients being transferred to Wollongong Hospital • Introduction of a COVID Bus to transport positive patients home, freeing up the patient transport service and COVID lounges established at Liverpool & Campbelltown Hospitals • Overview of the COVID bed capacity plan <p><i>ICU COVID Capacity</i></p> <ul style="list-style-type: none"> • Current capacity and potential capacity • Re-deployment of staff to ICU • Move to a team nursing model • Relocation of non-COVID ICU at both Liverpool & Campbelltown Hospitals <p><i>COVID Community Care</i></p> <ul style="list-style-type: none"> • SWSLHD has a large number of COVID positive cases being cared for in the community; all are called by a clinician within 24 hours of being registered for an initial assessment and are discharged / cleared on day 15 if they meet CDNA guidelines • Clients are classified using a risk matrix, which determines frequency of contact • Timing of client registration is dependent on accurate spelling of name and date of birth in transfer from pathology to the state-wide data base. • Curious Thing – AI technology, as used in Victoria, has been implemented. • Discussion points <ul style="list-style-type: none"> ○ The reduction in cases numbers is attributed to lock down restrictions and an increase in vaccine rates ○ COVID related expenditure is tracked ○ Discussion around boosters may occur following current focus on vaccine key milestones ○ Acknowledgement and recognition of ‘networking’ – inter and intra 	
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	<ul style="list-style-type: none"> ○ Government programs, i.e. Community plus will be accelerated to support living arrangement challenges ○ Work continues relating to mandatory vaccination for health care workers, including service mapping and risk mitigation ○ Staff wellbeing strategies are being implemented ○ Service recovery from Delta will be different <ul style="list-style-type: none"> ● Ms Larkin acknowledged the whole of organisation response in the management of COVID has been outstanding. ● The Board recognised the leadership of the Chief Executive and her team during this unprecedented time. 	
<i>Ms Marshall left the meeting at 5.40pm</i>		
9.2 Media & Marketing Report	<ul style="list-style-type: none"> ● The Media & Marketing Report, was circulated with the Agenda. 	
9.3 WHS Report	<ul style="list-style-type: none"> ● The next Work Health & Safety Report is due November 2021. 	
9.4 Strategy, Risk, Performance Integrated Report	<ul style="list-style-type: none"> ● The next Integrated Report – Strategy, Risk & Performance (SLA) Report is due October 2021. 	
10. Chairman’s Report	<ul style="list-style-type: none"> ● The Chair: <ul style="list-style-type: none"> ● advised highlights from the Secretary’s briefing to Board Chairs held 8.9.21 was covered within the Chief Executive’s Report - COVID presentation ● provided an update on the Board appointment process, noting his specific request to the NSW MoH to accelerate the appointment of a member with expertise in Aboriginal health ● proposed to host the annual strategy session in December (rather than January) and undertook to reach out to each member about the approach and topics 	<i>Board Chair</i>
11. Business Arising	<ul style="list-style-type: none"> ● Nil items 	
12. New Business		
12.1 MDAAC Nominations	<ul style="list-style-type: none"> ● The SWSLHD Board considered the request from the Chief Executive to appoint Dr Simon Collins, Director Medical Services, Bankstown-Lidcombe Hospital, to the Medical & Dental Appointments Advisory Committee (MDAAC), and resolved to <u>ENDORSE</u> the request. 	

		<ul style="list-style-type: none"> • Action: Convey the Board’s decision to Medical Services for appropriate action. 	Secretariat
12.2	Service Level Agreements – Affiliated Health Organisations 2021/22	<ul style="list-style-type: none"> • The SWSLHD Board <u>APPROVED</u> the Service Level Agreements (SLA) between the SWSLHD and the following Affiliated Health Organisations (AHOs): <ul style="list-style-type: none"> • Benevolent Society (SCARBA) • HammondCare (Braeside Hospital) • Karitane • Service for the Treatment and Rehabilitation of Torture and Trauma Survivors (STARTTS) • Action: Convey the Board’s decision to Strategy & Partnerships for appropriate action. 	Secretariat
13. Committees of the Board			
13.1	Finance & Assets	<ul style="list-style-type: none"> • The Finance & Assets Committee met on 20 August 2021; circulated with the Agenda: <ul style="list-style-type: none"> • Minutes & Meeting Highlights • BAU General Fund Report • Mr Roach highlighted the presentation received – Campbelltown Hospital: staged commissioning 	
13.2	Research & Teaching	<ul style="list-style-type: none"> • The next meeting of the Research & Teaching Committee is scheduled for 7 October 2021. 	
13.3	Health Care Quality & Safety	<ul style="list-style-type: none"> • The Health Care Quality & Safety Committee met on 1 September 2021; circulated with the Agenda: <ul style="list-style-type: none"> • Minutes & Meeting Highlights • Prof Merrett highlighted that the Committee discussed the emerging, current and post impact of COVID on the District; which will be incorporated into the scheduled Committee deep dive to the October Board meeting. 	
13.4	Aboriginal Health	<ul style="list-style-type: none"> • The Aboriginal Health Committee met on 26 August 2021; circulated with the Agenda: <ul style="list-style-type: none"> • Minutes & Meeting Highlights • Revised Terms of Reference • Action: Convey the Board’s decision to the Director, Aboriginal Health for appropriate action (publish on the web, Diligent and HPRM). 	Secretariat

		<ul style="list-style-type: none"> A/Prof Slewa-Younan highlighted that the current Aboriginal Health Plan expires in December 2021. The Committee endorsed a scoping paper outlining the process to redevelop the plan. 	
13.5	Audit & Risk	<ul style="list-style-type: none"> The Audit & Risk Committee met on 17 August 2021; circulated with the Agenda: <ul style="list-style-type: none"> Minutes & Meeting Highlights 	
14. Other Committees			
14.1	Consumer & Community Council	<ul style="list-style-type: none"> The minutes of the Consumer & Community Council (CCC) held on 3 September 2021 were circulated with the Agenda. 	
14.2	Medical Staff Executive Council	<ul style="list-style-type: none"> The minutes of the Medical Staff Executive Council held on 12 August 2021 were circulated with the agenda. A verbal report was provided to the August 2021 Board meeting. Dr Frankel indicated that the MSEC will advise their top 3 priorities in due course, as requested in the presentation earlier. 	
15. Items for Information			
15.1	Correspondence	<ul style="list-style-type: none"> Correspondence were circulated with the Agenda: <ul style="list-style-type: none"> Unisocial Ms MD 	
15.2	Items Due Calendar / Work Plan	<ul style="list-style-type: none"> The Items Due Calendar was circulated with the Agenda and is published on Diligent. 	
15.3	Meeting & Events Summary	<ul style="list-style-type: none"> The Meeting & Events Summary was circulated with the Agenda and is published on Diligent. 	
16. Business Without Notice		<ul style="list-style-type: none"> The Chair invited other business without notice. Mr Roach reflected on the Secretary, NSW MoH Briefing to Chairs and suggested Prof Merrett provide insights into the State Community of Practice and Clinical Council committees, of which he is a member. <ul style="list-style-type: none"> Action: Schedule for the October Board meeting. In regard to health care workers that are not vaccinated by 30.9.21, Ms Larkin referred to the COVID presentation earlier. 	Secretariat

<p>17. Evaluation</p>	<ul style="list-style-type: none"> • Mr Bosotti evaluated the meeting, highlighting: <ul style="list-style-type: none"> • An interesting meeting with 3 presentations <ul style="list-style-type: none"> • COVID – reassuring • MSEC – informative • CCC – opportunities to refresh • Participation and interest was good • Papers were well presented • Overall, a good session 	
<p>18. Close / Next Meeting</p>	<ul style="list-style-type: none"> • The meeting closed at 6.05pm. <p>The next meeting will be held on Monday 25 October 2021</p>	