

MINUTES

South Western Sydney Local Health District Board

Date: Monday 26 September 2022

Time: 3:30pm

Venue: Education Centre, Liverpool Hospital, Eastern Campus

1. Present and Apologies

<i>Members</i>	<i>Pres.</i>	<i>Apol.</i>	<i>Members</i>	<i>Pres.</i>	<i>Apol.</i>
Mr Sam Haddad (Chair)		✓	Ms Annette Houston		✓
Dr David Abi-Hanna	✓		Dr Richard Matthews		✓
Mr Max Bosotti		✓	Ms Kerrie Murphy	✓	
Prof Hugh Dickson	✓		Mr John Roach	✓	
A/Prof Matthew Gray (A/g Chair)	✓		A/Prof Shameran Slewa-Younan	✓	
Ms Teresa Harm	✓				
<i>Other Attendees</i>	<i>Pres.</i>	<i>Apol.</i>	<i>Other Attendees</i>	<i>Pres.</i>	<i>Apol.</i>
Ms Amanda Larkin, Chief Executive	✓		Ms Nel Buttenshaw, Director Corporate Governance	✓	
Dr Setthy Ung, SWSLHD Medical Staff Executive Council Chair		✓	Ms Natalie Wilson, Director TYE (Item 5)	✓	

Welcome	<ul style="list-style-type: none"> The A/g Chair welcomed Board members and attendees, including guest, Ms Wilson to the meeting. Ms Harm agreed to undertake the meeting evaluation. 	
2. Acknowledgment of Country	<ul style="list-style-type: none"> The A/g Chair opened the meeting by acknowledging the traditional owners of the land and paid respect to elders past and present. 	
3. Confirmation of the previous minutes and action list	<ul style="list-style-type: none"> MOTION: A motion was moved by Ms Murphy and seconded by Prof Dickson that the minutes of the Board meeting held on 22 August 2022 be accepted as a true and accurate record, subject to the following amendment (made by A/Prof Slewa-Younan when she joined the meeting): <ul style="list-style-type: none"> Item 4 – “A/Prof Slewa-Younan reported that the author <i>subject</i> of the correspondence is a colleague.” The Motion was <u>CARRIED</u>. No comments were received in response to the Action List. 	

<p>4. Declarations of Interest</p>	<ul style="list-style-type: none"> • The Chair invited declarations of interest. • Nil were received. 	
<p><i>A/Prof Slewa-Younan joined the meeting at 3.36pm</i></p>		
<p>5. Patient Story</p>	<ul style="list-style-type: none"> • Ms Larkin presented the story of a 59 yo female patient. • An investigation found that the patient’s baseline malnourishment may have been under appreciated and highlighted paracetamol administration in high risk patients. • As a result, a number of key system changes were implemented across the LHD to support practice change for safe paracetamol prescribing. • Discussion: <ul style="list-style-type: none"> • The case had been discussed at the Health Care Quality & Safety Committee. • Paracetamol – prescribing, usage and community views on risk • <u>Action:</u> Advise Dr Abi-Hanna further information about the incident. 	<p>Secretariat</p>
<p>6. Presentation</p> <p>6.1 TYE</p>	<ul style="list-style-type: none"> • Ms Wilson presented the mid-year review of the Transforming your Experience Strategy, as recommended by the Health Care Quality & Safety Committee, highlighting: <ul style="list-style-type: none"> • Vision <ul style="list-style-type: none"> • Underpinned by four key focus areas • Supported by: <ul style="list-style-type: none"> • Seven safety essentials • LHD led programs • Alignment with the Future Health Strategy <ul style="list-style-type: none"> • The four key focus areas will be incorporated into the SWSLHD Strategic Plan moving forward • Outcomes <ul style="list-style-type: none"> • The outcomes measures are based on evidence and best practice – using several measures for each indicator – approach based on best practice used by high performing organisations. <ul style="list-style-type: none"> • 7 of 11 TYE measures show trended improvements over time as of 31st March 2022 • 2 measures – stable • 2 measures (PMES) were not able to be trended no survey 2020 and low rate uptake in 2021. 	

	<ul style="list-style-type: none"> • Feedback – patients and consumers • Feedback & experience – staff • Future of TYE • TYE – supporting safety and quality <ul style="list-style-type: none"> • Discussion / comments: <ul style="list-style-type: none"> • The future TYE strategy will be embedded in the Strategic Plan 2022-2027 • Prof Dickson reported the success of multi-disciplinary safety huddles • Measuring success / value to staff and patients • Pleasing to receive / consider the outcomes • The A/g Chair thanked Ms Wilson for her informative presentation on an important area of focus for the organisation. 	
<i>Ms Wilson left the meeting at 4.30pm.</i>		
<p>7. Business Arising</p> <p>7.1 Stakeholder Engagement – Implementation Plan [25.7.22; Item 11.1]</p>	<ul style="list-style-type: none"> • The SWSLHD Board <u>NOTED</u> the list of the Top Priority Stakeholders Engagement activities for 2022, as circulated with the Agenda. • Action: Canvass Board member availability to meet with the Arab Council Australia and advise the Director, Strategy & Partnerships. 	Secretariat
<p>8. Chief Executive’s Report</p> <p>8.1 Significant Issues</p>	<ul style="list-style-type: none"> • The Chief Executive’s Significant Issues Report, was circulated with the Agenda. Ms Larkin highlighted: <ul style="list-style-type: none"> • COVID update: <ul style="list-style-type: none"> ○ Case numbers (inpatients and community) ○ The number of furloughed staff is decreasing ○ Forward strategy • Performance: <ul style="list-style-type: none"> ○ League Table: Selected Tier 1 KPIs (excluding services) ○ Safety & Quality ○ Access and meeting demand ○ Finance, highlighting workforce resilience funding, to be used to reduce excessive leave ○ Activity • Other matters: <ul style="list-style-type: none"> ○ SWSLHD support in relation to the motor vehicle accident at Buxton ○ 22 September – Public Holiday for Queen’s memorial ○ NSW Parliamentary Inquiry into the impact that Ambulance ramping and access block is having on the operation of hospital emergency departments in NSW 	

		<ul style="list-style-type: none"> ○ NSW Parliamentary Inquiry Government response: Health Outcomes and access to health and hospital services in rural, regional and remote NSW ○ Liverpool Hospital carpark opening ○ Multicultural Health Week to which Ms Murphy, Ms Harm and A/Prof Slewa-Younan attended ○ SWS Advisory Panel Meeting ○ Appointment: Deputy Secretary, Health System Strategy & Planning <ul style="list-style-type: none"> ● COVID Report: <ul style="list-style-type: none"> ○ The Ministry of Health as part of its 'In Focus' Epidemiological Report series has prepared a draft publication entitled 'In Focus: Profile of COVID-19 deaths in NSW'. 	
8.2	Media & Marketing Report	<ul style="list-style-type: none"> ● The Media & Marketing Report was circulated with the Agenda. ● Ms Larkin highlighted that Australian Community Media has closed local newspapers that serve our LGAs. An increased focus on alternate channels such as social media is planned. 	
8.3	Work Health & Safety Report	<ul style="list-style-type: none"> ● The next Report is due in November. 	
8.4	Strategy, Risk, Performance Integrated Report	<ul style="list-style-type: none"> ● The next Report is due in October. 	
<i>Break – 5.25-5.30pm</i>			
9.	Chairman's Report		
9.1		<ul style="list-style-type: none"> ● Nil items 	
10.	New Business		
10.1	Affiliated Health Organisations – 2022/23 Service Level Agreements	<ul style="list-style-type: none"> ● The 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) ● Service for the Treatment and Rehabilitation of Torture and Trauma Survivors (STARTTS) ● Ms Larkin highlighted a recent meeting with Karitane. Karitane are exploring opportunities in collaboration with the SWSLHD to develop an efficiency strategy. A further meeting will be held. ● Action: Sign the 2022/23 Service Level Agreements 	Chair & Chief Executive

<p>11. Committees of the Board</p> <p>11.1 Health Care Quality & Safety</p>	<ul style="list-style-type: none"> • A/Prof Gray spoke to the highlights of the Health Care Quality & Safety Committee meeting held on 7 September 2022, as circulated with the Agenda: <ul style="list-style-type: none"> • Item 6 – SWSLHD Maternity Services 	
<p>Redirect resources</p>	<ul style="list-style-type: none"> • Item 7.2 - The Board <u>ENDORSED</u> the Committee’s recommendation for the continued closure of the 6 identified Child and Family Health Nursing (CFHN) Early Childhood Clinics and to support the redirection of resources within CFHN. • Ms Larkin advised that the closest alternate clinic to the Robert Townson Clinic is at Moss Vale, not Macarthur Square as documented. • Actions: • Convey the Board’s endorsement to the Director, Clinical Governance for progression. • Approach the MoH for (written) acceptance of the approach in light of the Universal Health Home Visiting Program/Policy. 	<p>Secretariat</p>
<p>11.2 Aboriginal Health</p>	<ul style="list-style-type: none"> • A/Prof Slewa-Younan spoke to the highlights of the Aboriginal Health Committee held on 25 August 2022, as circulated with the Agenda: <ul style="list-style-type: none"> • Item 5.1 - Anti-Racism Committee Update and Evaluation • Item 8.1.1 - SWSLHD Aboriginal Mental Health Service Update • Item 9.3.1 - Aboriginal Workforce Update • Ms Larkin thanked Ms Murphy and Prof Dickson for their attendance at the Aboriginal Workforce Strategy launch held 23 September. 	
<p>11.3 Audit & Risk Management</p>	<ul style="list-style-type: none"> • Ms Murphy spoke to the highlights of the Audit & Risk Management Committee held on 16 August 2022, as circulated with the Agenda: <ul style="list-style-type: none"> • Item 7.7.1 – ICAC Matters <ul style="list-style-type: none"> • Matters referred to the ICAC, including misuse of information or material • Matters referred from the ICAC 	

		<ul style="list-style-type: none"> Item 5.1 – Essential 8 Compliance presentation Item 7.4 – Enterprise Risk Management; specifically workforce risks 	
11.4	Finance & Assets	<ul style="list-style-type: none"> Mr Roach spoke to the highlights of the Finance & Assets Committee meeting held on 19 August 2022 as circulated with the Agenda: <ul style="list-style-type: none"> Item 6.1.1 – Item 6.1 - Hospital Allocation (Budget) Item 7.1.4 – Fairfield and Bankstown Hospital Power Issue Item 7.1.4 – Risk around Recruitment (ICT Projects) Dr Abi-Hanna advised that the September meeting was not held due to the lack of a quorum, but that he had met with the Director, Finance & Corporate and Chief Executive in lieu. 	
11.5	Research & Teaching	<ul style="list-style-type: none"> The next meeting of the Research & Teaching Committee will be held on 6 October 2022. 	
12. Other Committees			
12.1	Consumer & Community Council	<ul style="list-style-type: none"> Ms Harm spoke to the highlights of the Consumer & Community Council meeting held on 2 September 2022, as circulated with the Agenda: <ul style="list-style-type: none"> Item 5.1 – A Report describing key matters discussed at CCC will be issued to facility / service local networks. Item 6.2 – the CCC endorsed the proposal (to attend one of the 5 planned virtual consultation sessions), submitted by the Planning unit, in regard to the consultation plan for the SWSLHD Strategic Plan 2022-2027. Item 11.1 – Mr Palamidis presented an overview of health funding allocation. The CCC expressed appreciation to the Board for this referral (in July 2022). Ms Larkin advised a meeting with the Council executives is scheduled. 	
12.2	Medical Staff Executive Council	<ul style="list-style-type: none"> The Minutes of the Medical Staff Executive Council meeting held on 18 August 2022 were circulated with the Agenda. 	
13. Items for Information			
13.1	Correspondence	<ul style="list-style-type: none"> Correspondence from Mr CS was circulated with the Agenda. 	
13.2	Summary Work Plan	<ul style="list-style-type: none"> The summary Work Plan was circulated with the Agenda. 	

14. Business Without Notice	<ul style="list-style-type: none"> • The Chair invited other business without notice. • Nil items were received. 	
15. Evaluation	<ul style="list-style-type: none"> • Ms Harm evaluated the meeting, highlighting: <ul style="list-style-type: none"> • Space and staff were welcoming • A/g Chair kept the meeting on track and the summation of each item was very effective • Collaborative and respectful discussion • Patient story was courageous • Meeting papers were timely, some tables difficult to read • Requested more lead time for event invitations 	
16. Close / Next Meeting	<ul style="list-style-type: none"> • The meeting closed at 6.30pm. • The next meeting will be held on 24 October 2022. 	