

1. PRESENT AND APOLOGIES:

Dr Brian Pezzutti (Chair), Mr Malcolm Marshall, Dr Allan Tyson, , Mr David Frazer, Dr Joe Ogg, Ms Hazel Bridgett, Ms Rosie Kew, Mr Mark Humphries, Dr Sue Page, Ms Leone Crayden

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

2. Apologies: Ms Deb Monaghan, Professor Lesley Barclay

3. Declaration of Pecuniary and/or Conflicts of Interest
Nil

4. Board Members to asterisk non-asterisked items that they wish to discuss.

The Board Members identified additional Agenda Items 7.3, 7.11.10.2, 11.3 and 14.5

5. PRESENTATION OF PATIENT JOURNEY STORY

Patient Story – The story of a journey through the Lismore Liver Clinic Hepatitis C Treatment Program was provided by Mr Mark Fuller, Team Leader/CNC Lismore Liver Clinic with support from and Mr Greg Bell, Assistant Director Public Health.

Mr Fuller provided an overview of the processes undertaken by the Liver Clinic followed by a specific Patient journey of a sixty-seven year old on the Hepatitis C Treatment Program.

Ms Kew queried how the Liver Clinic process fits in with End of Life Care Planning and following discussion the Chair indicated that consideration of incorporating End of Life Care Plans in the Patient's Medical notes is important for when these Patients attend an acute facility.

Mr Bell responded that he will take this suggestion up with the Gastroenterologists who may wish to discuss it with their Liver Clinic Patients as appropriate.

Dr Ogg queried if contact is maintained with the Patient's General Practitioners (GPs) and Mr Fuller advised that GPs are appraised of the Patient's progress.

The Chair thanked Mr Fuller and Mr Bell for their time and attendance.

6. Previous Minutes:

a) The Minutes of the Board Meeting held on 29 January 2014 were ENDORSED as a true and accurate record of the meeting.

Moved: Dr Allan Tyson

Seconded: Mr David Frazer

CARRIED

b) The Abridged Minutes of the 4 December 2013 Board Meeting were APPROVED for placing on the NNSW LHD Internet Site.

Moved: Dr Allan Tyson
Seconded: Mr Malcolm Marshall
CARRIED

7. Business Arising from the Minutes:

- 7.1 **Mr Crawford is to request Ms Maureen Lane, Manager Planning and Performance to prepare a report on how many Patients are being thrombolised outside of the LBH Cardiac Catheter Laboratory's hours of operation and submit it to the 5 March 2014 Board Meeting for consideration prior to forwarding it to the NNSW LHD Clinical Council for consideration.**

Dr Tyson noted the Brief from Ms Lane, Manager Planning and Performance concerning how many Patients are thrombolised outside the LBH Cardiac Catheter Laboratory's hours of operation, which outlines that 59 Patients in the Richmond Clarence Health Service Group were thrombolised, who would have been suitable for interventional treatment had the LBH Cardiac Catheter Laboratory (CCL) been open.

The Chair requested that another report is provided to the Board in 2016 to ascertain if there is a need to implement a 24/7 LBH CCL Service at that time.

- 7.2 **The Chief Executive is to provide the Board with a Report on how the changed Chief of Staff position and the more autonomous Health Service Group Executive Director roles are progressing and how they have impacted on the role of the Chief Executive to the 28 May 2014 Board Meeting**

The Board noted that Mr Crawford will provide a Report to the Board on how the changed Chief of Staff position and the more autonomous Health Service Group Executive Director roles are progressing and how they have impacted on the role of the Chief Executive at the 28 May 2014 Board Meeting.

- 7.3 **Mr Crawford is to bring a further Brief to the 5 March 2014 Board Meeting addressing the issues raised in terms of recruitment processing timeframes, delays in Medical Officer recruitment, developing a centralised point for recruitment forms and the need for a process map on the Work Support Centre of the NNSW LHD Intranet and that occupational vaccination compliance duplication should be avoided.**

Mr Crawford advised that he has devolved recruitment responsibility to the Executive Directors for existing positions and he now only approves recruitment to new positions not existing positions. This does not mean that all vacant positions will be immediately filled, as the Executive Directors are accountable for their budgets and may have to delay some recruitment to align their FTE levels with their budgets.

The Board supported the suggestion to establish a "One Stop Shop" for recruitment documentation and noted that the central repository for recruitment documentation has been updated and that the related links to the Mercury System have been incorporated into that central repository.

Action:

Mr Crawford is to request Ms Katie Willey, Manager Workforce Change and Sustainability Service to provide additional updated information on what percentages of the Medical, Nursing and Allied Health positions are not filled and the rationale for the decision to the 2 April 2014 Board Meeting.

Mr Crawford is to provide information to the 2 April 2014 Board Meeting that advises about the situation where recruitment commences immediately after a position becomes vacant how many additional FTE would this add to the total FTE that would be employed by the LHD and what would be the additional cost of this to the LHD.

Mr Crawford is to investigate what administrative assistance is available for Allied Health Managers.

- 7.4 The Chief Executive is to provide a report to the Chair which contains comparative cost data in relation to the dental costs of treating children in Lismore and Grafton for the current period, which will be provided to the Byron Shire Council to demonstrate that its decision to not introduce fluoride will generate extra Dental Care costs.**

The Board noted that the Chief Executive will provide a report to the Chair which contains comparative cost data in relation to dental costs of treating children in Lismore and Grafton for the current period, which will be provided to the Byron Shire Council to demonstrate that its decision to not introduce fluoride will generate extra Dental Care costs when this information is available

- 7.5 Mr Crawford is to seek a further update from James McGuigan in relation to the management of Visiting Medical Officer (VMO) costs and the strategies being implemented to address the VMO budget variance, which is to be submitted to the February 2014 Finance and Performance Committee meeting.**

Mr Crawford referred to the Brief prepared by Mr James McGuigan, Executive Director of Finance and noted that some strategies to reduce VMO costs have been successful and some have not been as successful as anticipated. In addition, the LHD activity levels have increased by around 4%, Mr Crawford said.

The Board noted the information contained in the Brief.

- 7.6 Mr Crawford is to follow up with Denys Wynn to seek advice regarding the issue of General Practitioners wanting to refer paediatric fracture Patients directly to the Lismore Base Hospital Medical Imaging Department and will provide feedback on this matter to the 5 March 2014 Board meeting.**

The Board noted the information from Mr Denys Wynn, LBH Chief Radiographer concerning referral of paediatric fracture Patients to the LBH Medical Imaging Department indicating that any General Practitioner can refer any Patient to the Medical Imaging Service.

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- 7.7 **Mr Murray Spriggs is to refer the suggestion of a dedicated Working Group to discuss Aboriginal Cultural Awareness Training to the Aboriginal Partnership meeting for consideration and seek an invitation from Partnership members for Lesley Barclay to attend and present some research material to inform the discussion and decision-making process at the Partnership Meeting.**
Refer to the NNSW LHD Interim Aboriginal Partnership Agreement Meeting Minutes of 10 February 2014 (Item 11.9).
- 7.8 **Mr Spriggs is to include the suggestions made by Mr David Frazer in relation to the By-Laws, as part of the response submitted to the Ministry, circulate the Draft Consultation Template to key NNSW LHD Forums seeking input and based on the feedback provided develop a draft response for submission to the 5 March 2014 Board Meeting for endorsement.**
The Board considered the Brief from Murray Spriggs, Manager Community and Clinical Engagement concerning feedback on the review of Model By-Laws.

The Board ENDORSED that Murray Spriggs draft a response to NSW MOH for the consideration of Mr David Frazer, Dr Brian Pezzutti and Mr Chris Crawford and a final response is endorsed by the Board Chair for sending to the NSW MOH by 31 March 2014 with a request that following all feedback being received the NSW MOH produce a further draft of the Model By-Laws for circulation to LHDs for further consideration and comment.
- 7.9 **Mr Crawford will circulate a copy of the letter he sent to the General Secretary of the Health Services Union relating to Work Health and Safety Hospital Inspections to the Board with the next Board Meeting Papers.**
The Board noted the letter dated 23 January 2014 to the General Secretary of the Health Services Union relating to Work Health and Safety Hospital Inspections.
- 7.10 **Mr Murray Spriggs is to extend an invitation to local Mayors from within the Network where the Board Meeting is being held to attend the Board Meeting at 4.30 pm to raise any issues, which they may wish to discuss with the Board.**
Dr Ogg raised a concern about the Member for Tweed not being invited to attend the same number of Board Meetings as the Member for Lismore according to the schedule submitted to the Board. Therefore, the Board ENDORSED that the Member for Tweed is to be added as an invitee to The Tweed Hospital alternate column enabling him to be invited to meet with the Board on two occasions during the 2014 year.
- 7.11 ***Any other Matters Arising from the Board Minutes**
- The Chair noted that NSW Kids and Families Service do not provide Men's Health Services and the Chief Executive is to investigate the development of a NNSW LHD Policy on Men's Health. The Chair noted that NNSW LHD does have a Clinical Nurse Consultant (CNC) Men's Health who is based in the Community Health Centre at Bangalow and he is currently overseas on a Churchill Fellowship. The Services provided by the NNSW LHD CNC Men's Health include support for men with Prostate Cancer and support of new Dads.

- The Chair advised the Chief Executive has received the Quarterly Clinician Engagement Plans from the Executive Directors.

Mr Crawford advised that in three months a report will be received from the Executive Directors on the progress they have made in implementing the Quarterly Clinician Engagement Plans and via his Chief Executive Report he will update the Board on the Clinician Engagement he and the Executive Directors have undertaken, during the first quarter of 2014.

Mr Crawford also indicated that the Clinician Engagement Working Party has been re-activated to develop an Action Plan to implement the Recommendations from the Improving Clinician Engagement Paper that will be more complex to implement. Mr Crawford advised that a Memorandum will soon be circulated to the Executive Directors and Facility Managers requesting that they implement the less complex Recommendations from the Improving Clinician Engagement Paper immediately.

- The Chair referred to Page 15 of the 29 January 2014 Board Minutes and asked if there has been any further progress in relation to the Preferred Provider arrangements with the Gold Coast Health Service?

Mr Crawford advised that the MOH has accepted an invitation to attend the next Cross Border Executive Steering Committee with Dr Rohan Hammett, Deputy Director-General, Strategy and Resources and Ms Jacqui Ball, Director Government Relations agreeing to attend the Steering Committee Meeting on 2 April 2014.

Mr Crawford reported that the MOH representatives will engage with the Gold Coast Health Service and NNSW LHD representatives and they will provide guidance on the work that needs to be undertaken to obtain approval to establish a Preferred Provider relationship between NNSW LHD and the Gold Coast University Hospital.

- Mr Crawford advised that a presentation was provided to Mr Geoff Provest, MP, Member for Tweed, on The Tweed Hospital Master Plan and a copy of this has been emailed to all Board Members and is also available in hard copy at today's Board Meeting.

Mr Crawford also noted the same presentation will be provided to the Tweed Shire Council on 12 March 2014. Ultimately the presentation will be provided to the Minister for Health and Minister for Medical Research and her Chief of Staff, Mr Andrew Kirk, for their consideration, Mr Crawford said. Mr Crawford also indicated that Dr Mary Foley, Director-General has requested that Health Infrastructure commence work on the development of a Business Case to construct a multistorey carpark on TTH site, which would be Stage 1 of the Tweed Stage 4 Project.

8. * Action Table - NNSW LHD Board Resolution & Decision Register.

The Updated NSW LHD Board Resolution and Decision Register from the 29 January 2014 Board Meeting were noted.

8.1 Changes to Register Items 286 and 294 we covered in Item 4 Business Arising.
Noted

8.2 New Register items 296 to 302 covered in Item 4 Business Arising.
Noted

9. *Chief Executive's Report

Mr Crawford referred to the issues that were covered in the Chief Executive Report to the Board, which included Good Patient Survey Feedback, Surveyors Positive After Follow Up Survey of LBH, Capital Works Projects – Yamba Community Health Centre, NSW LHD Endoscopy Suite, GBH Pathology Service and Pharmacy Department Upgrade, LBH Stage 3A, Planning – Ballina District Hospital Operating Theatre and Medical Imaging Upgrade, Casino District Hospital ED, Byron Shire Central Hospital, TTH Stage 4, Bonalbo Multipurpose Services, Coraki HealthOne Service, Murwillumbah District Hospital ED Upgrade Stage 3, NEST and NEAT Results, Budget Result, Latest NSW LHD Performance Review, Comparative LHD Performance, Health Education Workforce Research Forum, Rural eHealth, Visit by Minister for Health and Medical Research, MOH Director-General Visit, Negotiation of the 2014/15 Service Level Agreement, Northern Rivers Health Leadership Group, Upcoming Joint Board Meeting with NCML, Review of Held and Hosted Services, Chief of Staff Role, NSW LHD Executive Planning Day, Signing of the NSW LHD Aboriginal Agreement, Lismore City Council Flouridation Decision, New LBH CT-Scanner, MDH Paediatric Services, Extra Beds, Sick Leave and Workplace Culture, Disaster Preparedness, NSW LHD Accredited Training Provider, TTH Radiology Service Review, Privately Referred Non-Inpatients, Health Needs Index Review, Ombudsman's Denial of Rights Report, Health Service Union Work Health and Safety Related Site Inspections, Bundled Services, Chief Executive, South Eastern Sydney LHD, Review of Mental Health Services, Opening of the Brain Injury and Spinal Injury Service, New Intern and New Graduate Nurses, Agency for Clinical Innovation Pain Website, New Casino General Practitioner, Loss of Aboriginal Elders and FACS Directors Appointed.

With regard to the next joint Board Meeting with the NCML, Mr Crawford sought agreement from the Board to schedule it to coincide with the 1 October 2014 NSW LHD Board Meeting. Mr Crawford said that NSW LHD would host the next joint Board Meeting.

The Board ENDORSED that the next joint NCML and NSW LHD Board Meeting being held on 1 October 2014 and it being hosted by NSW LHD.

Moved: Mr Malcolm Marshall
Seconded: Dr Allan Tyson
CARRIED

Mr Crawford recommended to the Board that a letter be prepared for the Board Chair's signature to each Lismore City Councillor, who supported the fluoridation of the Lismore

City Council Water Supply, and thanking him/her for making the decision to fluoridate the Lismore Water Supply.

The Board ENDORSED the proposal that the Board Chair forward a letter to each Lismore City Councillor, who supported fluoridation of the Lismore City Council Water Supply, to thank them for making this decision in favour of fluoridating their local Water Supply.

Moved: Dr Joe Ogg
Seconded: Dr Allan Tyson
CARRIED

Mr Crawford advised that consultation is being undertaken on the proposal to reorganise the Murwillumbah District Hospital Paediatric Service. A Position Paper has been circulated to Clinicians with feedback requested by 7 March 2014, Mr Crawford said.

Mr Crawford indicated that the Ombudsman's Denial of Rights Report indicated that some Inpatients of the Lismore Adult Mental Health Unit have been held in an Acute Care environment for an excessively long time. Dr John Allen, MOH Chief Psychiatrist has suggested that correspondence is forwarded by the NNSW LHD Chair to the Minister for Mental Health, as part of a multi-pronged strategy to facilitate the transfer of around seven long stay Patients from the Lismore Acute Mental Health Unit either to Bloomfield Hospital or into HASI Plus accommodation.

Mr Crawford also advised that he has written to the Chief Executive of the Western NSW LHD seeking his support for the transfer of Patients from the Lismore Adult Acute Mental Health Unit to Bloomfield Hospital.

The Chair suggested that in the letter to the Minister for Mental Health a proposal for NNSW LHD to be allocated its own HASI Plus packages should be included as this would be of benefit to NNSW LHD Mental Health Patients.

Ms Kew asked whether NNSW LHD is confident that the long term Mental Health Patients have been managed appropriately, especially as they have been in the Lismore Adult Mental Health Inpatient Unit for a long period of time. Further, Ms Kew asked if these Patients were in a metropolitan Mental Health Unit would they receive different care that would allow them to be placed back in the community in a less slow timeframe? Mr Crawford responded that he will raise this question with Dr Richard Buss, Executive Director Mental Health and Drug and Alcohol Service.

The Chair suggested that the information which is contained in the Capital Works Item in the Chief Executive's Report which is not confidential, be forwarded by the Chief Executive to the relevant NSW Members of Parliament for their information.

The Board ENDORSED that the Chief Executive forward the relevant Capital Works information, which is not confidential, to the relevant NSW Members of Parliament, who are located within the NNSW LHD boundaries.

The Chair noted the excellent results achieved by TTH regarding the NEAT and NEST targets and advised that these are arising from the good Clinician engagement occurring at TTH.

The Board asked that the Board Chair write to Ms Loughnane, Executive Director Tweed Byron Health Service Group congratulating TTH Executive and its Clinical Teams on achieving such good results particularly for Admitted NEAT Patients.

Action:

Mr Crawford is to draft a letter for the Board Chair's signature to Ms Loughnane, Executive Director Tweed Byron Health Service Group congratulating TTH Executive and its Clinical Teams on achieving such good NEAT and NEST results particularly for Admitted NEAT Patients.

Mr Crawford also noted that Grafton Base Hospital is making some improvements in its NEAT performance through a reorganisation that Dr Abbey, the new GBH ED Director, has introduced. These changes have involved an improvement in systems and processes and better utilisation of the ED Staff by organising them in teams. Dr Abbey provided an excellent presentation to the NSW LHD Executive on the changes he has introduced and this presentation will be provided to the Board as part of the next Chief Executive Report, Mr Crawford said.

Dr Tyson referred to the particular way Dr Abbey has grouped the ED teams, which has assisted GBH to achieve these good results.

Dr Page suggested the Board Chair write to each of the NSW LHD Emergency Departments to congratulate the Staff on the very good NEAT and Triage results that are being achieved.

Action:

Mr Crawford is to draft letters for the Board Chair's signature to each of the NSW LHD Emergency Departments to congratulate them on achieving such good NEAT results.

The Chair indicated that unplanned readmissions are not a quality indicator and yet this indicator is likely to be used to penalise NSW LHD by deducting NWAUs from its allocation, as part of the 2014/15 Budget allocation. The Chair advised that he will raise this matter at the next Board Chairs Meeting as a concern that needs to be discussed.

Dr Tyson noted that the LBH PET/CT Scanner had not reached its expected throughput and asked whether the original forecast was too high and does it now need to be reviewed? Mr Crawford responded that in setting the NSW LHD 2013/14 Budget the original forecast was reviewed and reduced. Mr Crawford advised that he will bring a chart to the next Board Meeting that shows the PET/CT ramp up activity now accelerating in

response to the strategies being implemented. This ramp up will continue to be closely monitored, Mr Crawford said.

Mr Frazer asked whether the Patient Survey feedback will cover Community Health? Mr Crawford advised the current Patient Survey is only for Acute Adult Inpatients, however the Community Health and Mental Health Patient Survey Results will be received in the future, Mr Crawford said.

Mr Frazer also queried in relation to the Mental Health Budget were there additional funds received in 2013/14? Mr Crawford advised that the NNSW LHD Mental Health Budget did receive a small funding increase in 2013/14, which was mainly funding to cover goods and services, salary and wages and VMO cost escalation.

Mr Frazer asked in relation to NSW Ambulance Service charges if the LHD is not aware of what charges are to be made against the LHD, what allowance is NNSW LHD making for Ambulance Service expenditure in 2013/14?

Mr Crawford advised that each LHD receives an estimate of charges to be raised from the NSW Ambulance Service at the beginning of each financial year. The allowance for 2013/14 Ambulance expenditure being made by NNSW LHD is a little below the estimated charges provided by the NSW Ambulance Service. This is the best estimate of NNSW LHD Finance Department given the limited accurate information that is currently being made available by the NSW Ambulance Service. Further, Mr Crawford indicated that NNSW LHD has already written to the NSW Ambulance Service expressing its concerns about the lack of accurate data being made available by the NSW Ambulance Service.

Mr Frazer raised the issue of referral processes with NSW Ambulances taking DVA Patients directly to John Flynn Hospital instead of to TTH, especially DVA Gold Card Holders. Mr Crawford advised that he has corresponded with the NSW Ambulance Service Chief Executive and the MOH Chief Financial Officer, raising his concerns about this matter.

The Board ENDORSED the Chief Executive's Report.

10. * Strategic and Planning Items

10.1 Scope of the Plan, Steering Committee and Terms of Reference for Clinical Services Plan for Ballina Shire

The Chair nominated Ms Hazel Bridget as the NNSW LHD Board Representative on the Clinical Services Plan for Ballina Shire Steering Committee.

The Board ENDORSED Ms Bridgett's nomination as the NNSW LHD Board Representative on the Clinical Services Plan for Ballina Shire Steering Committee.

Moved: Dr Allan Tyson
Seconded: Mr Malcolm Marshall

10.2 Brief on a proposed Third Option as part of the Bonalbo Multipurpose Service Feasibility Study

The Board ENDORSED the two recommendations contained in the Brief on a proposed Third Option as part of the Bonalbo Multipurpose Service Feasibility Study. The Recommendations endorsed were that:

1. The NNSW LHD Board supports the addition of an Option 3 along the lines outlined in this Briefing Note to the Bonalbo MPS Feasibility Study Report.
2. The Board authorise the Chief Executive to write to the UCA proposing that an Option 3, as outlined in this Briefing Note, be added to the Feasibility Study Report and then convene a meeting with UCA representatives to discuss the addition of this Option 3 to the Feasibility Study Report.

Moved: Mr Malcolm Marshall

Seconded: Dr Joe Ogg

CARRIED

11. Minutes – Governance Committees

11.1 *Finance and Performance Committee Meeting (F&PC)

Mr Marshall provided a verbal report from the F&PC Meeting held on 26 February 2014.

Ms Kew referred to a Brief that she had requested previously regarding VMO Budget expenditure and strategies pursued to better control VMO costs.

Action: Mr Crawford is to seek a further information from James McGuigan in relation to the management of VMO costs and the strategies being implemented to address the VMO budget variance, which is to be submitted to the March 2014 Finance and Performance Committee Meeting.

The unconfirmed Minutes of the FPC Meeting, held on 26 February 2014 were noted.

11.2 *Health Care Quality Committee (HCQC)

The Board noted the written report provided by Ms Kew arising from the HCQC Meeting held on 11 February 2014.

The unconfirmed Minutes of the HCQC held on 11 February 2014 were noted.

11.3 *Medical and Dental Advisory Appointments Committee (MDAAC)

Ms Bridgett provided a verbal report on the MDAAC Meeting held on the 13 February 2014.

The unconfirmed Minutes of the MDAAC Meeting held on 13 February 2014 were noted.

11.4 *Health Services Development Committee (HSDC)

The Board noted the Minutes of the HSDC Meeting held on 13 February 2014 will be submitted to the 2 April 2014 Board Meeting.

11.5 *Audit and Risk Committee (ARC)

The Board noted the next ARC Meeting is scheduled on 13 March 2014.

11.6 *NNSW LHD Clinical Council

Ms Rosie Kew provided a verbal report on the 11 February 2014 Clinical Council meeting.

The unconfirmed Minutes of the NNSW LHD Clinical Council Meeting held on 11 February 2014 were noted.

11.7 *Community Engagement Advisory Council (CEAC)

The Board noted the next scheduled CEAC Meeting will be held on 24 March 2014.

11.8 Medical Staff Executive Council (MSEC)

The Board noted that the next MSEC meeting is scheduled to be held 8 May 2014.

Dr Tyson advised that there had been no meeting of the MSEC in February 2014 due to apologies received meaning that the Meeting would not have had a Quorum. He said that this is partly due to the LBH Medical Staff Council (MSC) representatives indicating that they would not be attending the meeting, because of concerns they had raised previously.

Dr Tyson advised that the Agenda that had been prepared included a range of matters of interest and included attendance by three NNSW LHD Executives and the NCML Board Chair Dr Tony Lembke and Dr Dan Ewald to consult on the Health Pathways Project. Dr Tyson suggested that the NNSW LHD Board is providing an opportunity for engagement through the MSEC and that the MSCs are not taking advantage of this opportunity. Dr Tyson indicated that he will try to raise this issue with the LBH MSC representatives on the MSEC and will work with Mr Spriggs to secure a good attendances at the next MSEC Meeting.

Dr Tyson advised that he will keep the Board apprised of further developments with regard to the MSEC.

11.9 NSW Aboriginal Interim Partnership Meeting (AIPM)

The Chair provided a verbal report from the 10 February 2014 meeting of the Northern NSW Interim Aboriginal Partnership meeting.

The unconfirmed Minutes of the AIMP held on 10 February 2014 were noted.

12. * Items for Decision/Resolution

12.1 Brief on Expression of Interest Process to fill vacancies on the NNSW LHD Clinical Council.

The Board noted the information provided in the Brief on the Expression of Interest

Process to fill vacancies on the NNSW LHD Clinical Council and ENDORSED the Recommendations as follows:

- The Board endorse a selection panel including the membership of Ms Jenny Shaw DCC Chair and Ms Rosie Kew DCC Board attendee to consider the Expressions of Interest and provide recommendations for appointment.
- That this process be undertaken prior to the next Board meeting with the Board authorising the Chief Executive to endorse the recommendations for appointment.
- Appointments are to be made to reflect the previous Members' appointment period.
- Letters of appointment are to be drafted for Board Chair's signature.
- Letters to unsuccessful applicants are also to be drafted for the Board Chair's signature.

12.2 Letter to Dr Brian Pezzutti from NNSW LHD Chief of Staff concerning NNSW LHD residents access to Queensland Renal Cadaveric transplant recipient list.

The Chair advised that he had requested that further representation be undertaken with the relevant Agencies in an endeavour to accommodate Northern NSW residents access to the Renal Cadaveric Transplant recipient list and to ascertain if there is a benefit for NNSW LHD, should this occur. The Chair indicated that there is currently an impost on Patient's families who need to travel large distances to provide support for donor recipients.

Dr Ogg provided an overview of the current process that is undertaken when retrieving donor organs at TTH and advised that a transparent process is in place for this to occur.

Action:

Mr Wayne Jones, Chief of Staff, Chief Executive Unit is to undertake further consultations with the relevant Agencies in an endeavour to accommodate Northern NSW residents access to the Renal Cardaveric Transplant recipient list and is to ascertain if there is a benefit for NNSW LHD, should this occur.

Dr Pezzutti left the meeting. Mr Marshall assumed the Chair.

12.3 Brief concerning the possibility of six monthly GP Registrar Terms at Ballina District Hospital (BDH)

Mr Spriggs provided background on the proposal for GP Registrars to spend time working in the Public Hospital System and on the work that has been undertaken to date to progress this strategy. Mr Crawford advised that following Meetings with North Coast GP Training work is being undertaken on a couple of fronts, including possible six Month GP Register Terms at the BDH Emergency Department, advocating to the Health Education and Training Institute (HETI) to extend the scope of the Rural Generalist Program and following a need being raised at the Aboriginal Partnership Meetings of the provision of Registrar terms that include time spent working at Aboriginal Health Posts.

Mr Crawford noted that an internal NSW LHD meeting is scheduled for 6 March 2014 to discuss the possible progression of six monthly terms at the BDH Emergency Department for GP Registrars and to develop a response to North Coast GP Training on this proposal.

12.4 Paper from Professor Lesley Barclay on a request for Executive Support for the Aboriginal e-Wellbeing Project

The Board noted the Paper received from Professor Lesley Barclay and her request for Executive Support for the Aboriginal e-Wellbeing Project, which had been discussed at the Joint Meeting of the NSW LHD and NCML Boards.

13. * Items without Notice/Late Business

There were not Items without Notice or late business.

14. Items for Noting

14.1 Letter to Mr Michael Walsh, Acting Chief Executive, HealthShare re invitation to attend a NSW LHD Board Meeting to discuss the general operation of HealthShare.

The Board noted the letter to Mr Michael Walsh, Acting Chief Executive, HealthShare re invitation to attend a NSW LHD Board Meeting to discuss the general operation of HealthShare.

14.2 Letter to Steve Teulan, Director, UnitingCare Ageing regarding the Feasibility Study into the possible development of an MPS on the current Bonalbo Hospital campus and responding to his letter of 3 February 2014.

The Board noted the letter to Steve Teulan, Director, UnitingCare Ageing regarding the Feasibility Study into the possible development of an MPS on the current Bonalbo Hospital campus and responding to his letter of 3 February 2014.

14.3 Letter to Stewart Dowrick, Chief Executive, MNC LHD advising of the NSW LHD Board's endorsement of the proposal to split the Internal Audit Unit

The Board noted the letter to Stewart Dowrick, Chief Executive, MNC LHD advising of the NSW LHD Board's endorsement of the proposal to split the Internal Audit Unit.

14.4 *Letter to Dr Rob Simon, General Surgeon acknowledging his correspondence dated 13 December 2013 regarding the proposed introduction of Ward-based interns at Lismore Base Hospital.

Ms Kew suggested the matter raised by Dr Simon was an operational matter and should be progressed by the Chief Executive as appropriate.

The Board noted the letter to Dr Rob Simon, General Surgeon acknowledging his correspondence dated 13 December 2013 regarding the proposed introduction of Ward-based interns at Lismore Base Hospital.

- 14.5 Letter to Elizabeth Andrews, Save Our Services acknowledging her correspondence dated 4 February 2014 regarding the proposed development of an MPS on the current Bonalbo Hospital campus.**
The Board noted the letter to Elizabeth Andrews, Save Our Services acknowledging her correspondence dated 4 February 2014 regarding the proposed development of an MPS on the current Bonalbo Hospital campus.
- 14.6 Letter to Mr Vahid Saberi, Chief Executive Officer, NCML dated 30 January 2014 concerning arrangements for the next joint NSW LHD and NCML Board Meeting on 5 March 2014.**
The Board noted the letter to Mr Vahid Saberi, Chief Executive Officer, NCML dated 30 January 2014 concerning arrangements for the next joint NSW LHD and NCML Board Meeting on 5 March 2014.
- 14.7 Letter to Ms Elizabeth Andrews, Save Our Services responding to her correspondence dated 4 February 2014 regarding the proposed development of an MPS on the current Bonalbo Hospital campus.**
The Board noted the letter to Ms Elizabeth Andrews, Save Our Services responding to her correspondence dated 4 February 2014 regarding the proposed development of an MPS on the current Bonalbo Hospital campus.
- 15. Items for Information:**
- 15.1 Copy of Memorandum to all Tweed Byron Health Service Group Medical Officers concerning Clinical Documentation**
Noted
- 15.2 Letter from Justine Elliot MP Federal Member for Richmond dated 24 January 2014 concerning the Tweed Health for Everyone Superclinic**
Noted
- 15.3 Copy of letter to Mr Kevin Hogan MP Member for Page from the Hon Peter Dutton MP Minister for Health regarding Lismore and Grafton GP Super Clinics in response to Mr Hogan's letter of 21 January 2014 sent as representations to the Minister for Health on behalf of the NSW LHD Board Chair.**
Noted
- 15.4 Email from Arun Sullivan, Aurora concerning temporary parking in MacKenzie Street Lismore**
Noted
- 15.5 Letter to Ken Whelan, Deputy Director General, MOH from Stewart Dowrick, Chief Executive, MNC LHD concerning the Hosted and Held Partnership Agreement**
Noted

16. Date and Time of next Board Meeting:

Wednesday 2 April 2014 The Tweed Hospital , TCERI Rooms 1 and 2

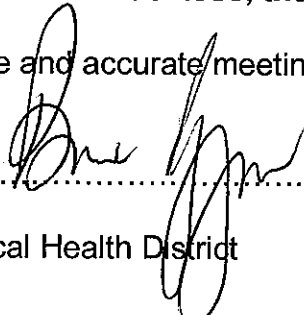
There being no further official business, the Chair declared the meeting closed at 4.30pm.

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

Signed

Dr Brian Pezzutti

Chair, Northern NSW Local Health District



Date 22/5/14