

**Western NSW Local Health District**  
 Western NSW LHD Board Meeting October 2019  
 Wellington Aboriginal Corporation Health Service  
 Wednesday 2 Oct 2019, 9:00 — 16:00 AEST

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**WELCOME**

The Board conducted a site visit of Wellington Aboriginal Corporation Health Service Medical Clinic before moving to their corporate office for a presentation.

**Presentation - Wellington Aboriginal Corporation Health Service**

*Mr Darren Ah See (Chief Executive), Ms Melissa Mills (Executive Manager of Operations) and Mr Darren Green (Aboriginal Training and Development Coordinator) joined the meeting.*

A presentation was given (refer to papers) and discussion held.

*Ms Mills and Mr Green left the meeting*

**ACKNOWLEDGMENT OF COUNTRY**

The meeting commenced at 10am with the Chair providing an Acknowledgement of Country and thanking the WACHS for hosting the meeting.

**Attendance of Members**

Scott Griffiths (Chair), Darren Ah See, Dr Joseph Canalese, Fiona Bennett, Jason Cooke, Dr Colin McClintock, Amanda O'Brien, Joan Treweeke

**In Attendance**

Mark Spittal, Acting Chief Executive; Joanna Lemmich, Acting Exec Director Quality, Clinical Safety and Nursing; Josh Carey, Executive Director Planning Performance and Funding.  
 Dr Liz Kennedy, DMSEC; Lauren Nott, Secretariat

**1 Apologies**

Paul Mann, John Walkom, Scott McLachlan

**2 Conflicts of Interest**

Nil to add

**3 Board meeting draft minutes 4 September 2019**

The minutes from the Board meeting held 4 Sept 2019 were endorsed by the Board.

**4 Action Register from meeting held 4 September 2019**

Progress on action items was noted by the Board.

**5 Chair Report**

The Chair advised the performance review for the CE has been completed.

**6 Chief Executive Report**

In addition to the written report which was noted by the Board, Mr Spittal advised MoH has raised concerns regarding the combined forecasts across the state. There is minimal concern re WNSWLHD. Mr Carey advised the end of year forecast is \$8.4M unfav as at August 2019. The Ministry expectation is for zero. The LHD will refine the forecast and develop realistic options/plans to achieve the zero target.

Director Ah See spoke on the LHD Aboriginal Health symposium held recently. Issues raised included communication from clinical staff to patients and the need for strategies to address this. Mr Spittal advised of work currently being undertaken to develop a Cultural Safety framework.

#### **6.1 Monthly Performance Scorecard**

The scorecard was noted by the Board.  
Improvement in 48 follow up for Aboriginal people was noted.  
ED representations and falls were discussed including strategies being undertaken.

#### **6.2 NSW Health Board report - Western NSW LHD**

The league table was noted by the Board and discussed.  
Mr Spittal advised performance appraisals data is still incorrect; while low, actual levels are higher than indicated. Board expressed concern at the low levels of performance reviews. Mr Spittal advised further work will be undertaken off line with Executive Directors Medical Services and Workforce and Engagement and will report back to next meeting.

##### *Actions:*

*Report regarding performance reviews will be brought to next Board meeting*

*Action by: Mr Spittal                      Action due: 06/11/2019*

*Feedback regarding the MoH report to be sent to Board Chair for passing to MoH.*

*Action by: All Directors                      Action due: 09/10/2019*

Dr Kennedy raised concern at medical staff levels in place to support high activity levels in ED at Mudgee Hospital. It was noted this is an operational issue. Mr Spittal advised this will be looked at in conjunction with Mudgee redevelopment.

### **7 Planning, Performance and Funding**

#### **7.1 Finance Report August 2019**

Mr Carey spoke to the report which was noted by the Board and advised:

- Quarterly performance meetings for Operations Directorate will take place October and Directorates in November.
- The efficiency plan is in place and will continue to be reviewed. Focus will be given to corporate services areas moving forward.

#### **7.2 Finance & Performance Committee 24 September 2019 draft minutes**

The draft minutes were noted by the Board.

#### **7.3 Finance & Performance Committee Chair Comments**

The Chair highlighted capital and minor works including the Minister is expected to turn the sod at the Cancer Centre in November.

### **8 Clinical Operations**

#### **8.1 Executive Director Clinical Operations Report**

Mr Spittal spoke to the report which was noted by the Board.

Royal Commission into Aged Care – Conversations have been held with staff, patients and carers. Good feedback and interest has been shown in the MPS model. Detailed

questions and briefs have been requested from the LHD which the MPS model, costs, accreditation etc.

## **8.2 Mental Health Drug and Alcohol Update**

*Ms Helen McFarlane and Dr Scott Clark joined the meeting.*

Introductions were made. A presentation was given (refer to papers) and a discussion held.

*Ms McFarlane and Dr Clark left the meeting*

## **8.3 Lachlan Health Service**

Mr Spittal provided a verbal updated and advised no announcement has been made regarding maternity services for Lachlan. This is pending further discussions with MoH.

## **8.4 Orange and Bathurst Orthopaedic services**

Mr Spittal spoke to the briefing paper which was noted by the Board. A discussion was held.

*Director Ah See left the meeting.*

## **9 Quality, Clinical Safety and Nursing**

### **9.1 Patient Story - Bathurst**

Ms Lemmich spoke to the patient story.

### **9.2 Executive Director Quality, Clinical Safety and Nursing Report**

Ms Lemmich spoke to the report which was noted by the Board and highlighted:

- Internal verification has been held at Dubbo pending accreditation in November.
- Work is being undertaken with HIU re reporting complaints

### **9.3 HCQC Meeting**

Due to the WNSWLHD Aboriginal Health Symposium, there was no HCQC meeting held in September.

### **9.4 Health Care Quality Committee Chair Comments**

Director O'Brien advised she has received an invitation to attend a Chairs of HCQC meetings on 18 October 2019. This meeting is sponsored by CEC with the aim to set priorities and planning for HCQCs across the state.

## **10 District Medical Staff Executive Council**

Dr Liz Kennedy advised there has been good representation at MSEC meetings. The presentation given by the universities re the new clinical schools was positive with some concern raised about supervision and support of potential student numbers.

Medical workforce planning was also a major discussion.

### **10.1 DMSEC Meeting 17 September 2019 draft minutes**

The draft minutes of the DMSEC meeting held 17 Sept 2019 were noted by the Board.

## **11 Medical and Dental Appointments Committee**

### 11.1 MADAAC meeting held 18 September 2019 draft minutes

The draft minutes and recommendations from the MADAAC meeting held 18 Sept 2019 were noted by the Board.

### 11.2 MADAAC Chair Comments

Director Treweeke noted the appointment of Dr Colin Dibble as 0.4 FTE District Trauma Director over two sites (split between Dubbo and Orange) as well as the appointment of two staff specialist GP Obstetricians (0.3 each) for Lachlan Health Service. Locum appointments included 47 doctors over 15 locations in September.

## 12 Directorate Updates

### 12.1 Patient Centred Care - Collaborative Commissioning

*Ms Julie Cooper, Executive Director Integrated Care joined the meeting*

*Director Treweeke declared a conflict of interest as Chair Royal Far West.*

Ms Cooper spoke to the briefing paper which was noted by the Board and gave an update and outline to the EOI process. A discussion was held.

- RDN have confirmed they will sit as partners with the LHD, Far West & PHN.
- There will be a collaborative governance structure with a Head Agreement with the MoH which will include vigorous reporting requirements.
- PHN have engaged KPMG to develop Chronic Care EOI.
- Ms Cooper has been seconded from her substantive position to develop First 2000 days of Life EOI.
- LHD focus is on how to value add on existing services from patient and community perspectives.
- If EOIs are successful, there will be a joint development phase to determine further details.

*Recommendation:*

*The Board approved the submission of the two Collaborative Commissioning EOI:*

- 1. Chronic Care (Diabetes)*
- 2. First 2000 Days of Life (Vulnerable children and families)*

*All Directors except Dr McClintock were in favour.*

*Ms Cooper left the meeting*

### 12.2 Workforce and Engagement

*Ms Sandra Duff, Executive Director Workforce and Engagement joined the meeting.*

Ms Duff spoke to the Directorate update which was noted by the Board. A presentation was given (refer to papers).

PMES results were outlined and discussed including future priorities for the LHD. Performance appraisals will be one of these priorities. Domestic violence was raised. Ms Duff will consider this in future planning.

### 12.3 Communication and Engagement

*Ms Kathy Connell, Executive Director Communication and Engagement joined the meeting.*

Ms Connell spoke to the directorate update which was noted by the Board and acknowledged the high performance of her team. A discussion was held.

*Ms Duff left the meeting*

### **13 General Business and Business Without Notice**

#### **13.1 Health Councils Update**

Ms Connell spoke to the briefing paper which was noted by the Board.

*Action:*

*A further update on Health Councils will come to the Board following the Health Council Forum in November.*

*Action by: K Connell      Action Due: 04/12/19*

*Ms Connell left the meeting.*

#### **13.2 Corporate and Service Development Update**

The briefing paper was noted by the Board

#### **13.3 6 November 2019 Board meeting, Annual Public Meeting & site visits**

The briefing paper was noted by the Board

*Recommendation:*

*The site visits and itineraries for the November Board meeting were endorsed by the Board as outlined in the brief.*

*All Directors in Favour*

#### **13.4 2020 Board Meetings**

The briefing paper was noted by the Board

*Recommendations*

- The proposed venues and site visits for 2020 Board meetings were endorsed by the Board.*
- The Board approved the Annual Public Meeting be held in Forbes on 4 November 2020*

*All Directors in Favour*

#### **13.4 Dubbo Community Health (Palmer Street) Site visit**

*Action:*

*Response to feedback from the Community Health site visit is to come back to Nov meeting*

*Action by: M Spittal      Action Due: 06/11/19*

### **14 Reflection of Meeting**

Discussion held.

**There being no further business the meeting was closed at 4.20pm**

Signed:  \_\_\_\_\_ Date: 6 November 2019