

### Summary of the key issues discussed and decisions made by the Board

#### Townsville Hospital and Health Board Meeting 25 February 2013

A meeting of the Townsville Hospital and Health Board was held on 25 February 2013 at the Townsville Hospital and Health Service Offices, Level One, North Block, The Townsville Hospital.

The meeting was chaired by Mr John Bearne and attended by all members of the Board. Board members in attendance were:

Mr John Bearne (Chair)  
Dr Eric Guazzo  
Ms Lyn McLaughlin  
Mr Donald Whaleboat  
Dr Kevin Arlett

Mrs Michelle Morton (Deputy Chair)  
Mr Glen Cerutti  
Ms Susan Phillips  
Professor Ian Wronski

A range of matters were dealt with at the meeting including:

- Palm Island - Councillor Alf Lacey, Palm Island Mayor, contacted the Chair regarding the episode of care for a child medically evacuated to TTH). The local family and community have and are being supported. There is open and transparent communication. The staff involved are also appropriately supported.
- A report was provided by the Board Chair. Discussions have been held with JCU on developing synergies and options for both organisations, potential for further physical co-location connections and the inclusion of Mater and other medical services in this precinct.
- A report was provided by the Chief Executive.
  - The initial meeting of the THHS Senior Management Team (SMT) was held on 19 February. This group provides increased organisational focus and accountability of the THHS Executive Management Team (EMT) and Institute Operations Directors.
  - There is a consistent view that bed occupancy needs to be addressed to achieve the NEAT target which will require a detailed communication and implementation plan. There is a major risk in understanding the contractual, financial and relationship arrangements.
  - An abridged birthing report was provided to the Board. A report on Community Hospital Maximisation will be presented to the Board in due course.
- There was a report provided by the THHB Safety and Quality Sub-Committee for 18 February 2013. There were two presentations on “variable life adjusted display” and “THHS clinical governance scorecard”. It was confirmed that NEAT and NEST will be reviewed and monitored by the THHB Executive Sub-Committee. The THHB approved the amended terms of reference for the THHB Safety and Quality Sub-Committee.

#### Template control history

| Version         | Approval Date | Approved By |
|-----------------|---------------|-------------|
| 1 <sup>st</sup> | 10 May 2013   | Chair THHB  |

- There was a report provided by the THHB Finance Sub-Committee on its meeting held on 18 February. The January 2013 Information pack and Chief Financial Officer's report were noted. The THHB approved the amended terms of reference for the THHB Finance Sub-Committee.
- There was a report provided by the THHB Audit Sub-Committee on its meeting held on 18 February. This sub-committee will now meet on a monthly basis in order to review the internal audit reports currently being undertaken as part of the Internal Audit work programme, such Right of Private Practice, Revenue and Credentialing. The THHB approved the amended terms of reference for the THHB Audit Sub-Committee and that the Board Chair sign off the QAO Engagement letter.
- There was a report provided by the THHB Executive Sub-Committee on its meeting of 20 February. The THHB noted there has been some slippage on the car parking tender and an expected timetable of implementation was represented and approved by the Board. The Board approved the amended terms of reference for the THHB Executive Sub-Committee.
- There was a report provided on the progress of community engagement. Discussions are still continuing. The draft "Engaging with our Consumers and Community" strategy, protocol with Townsville and Mackay Medicare Local (TMML) and strategic planning day will inform operational plans specific to the HHS.
- The reappointment of current board members will be either one or three years and canvassing for a suitable nursing Board Member is continuing.

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*This summary of key issues discussed and decisions made is approved for publishing by the Chair of the Townsville Hospital and Health Board and does not form or represent any part of the minutes of the meeting.*

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