

Date: 23 February 2024 Time: 12 midday – 1pm

Location: Level 2, Boardroom, St George MHU/Microsoft Teams

A. Opening	
1.	<p><b>Acknowledgment of Country and Lived Experience</b></p> <p>We acknowledge all First Peoples of this land and celebrate their enduring connections to Country, knowledge and stories. We pay our respects to Elders and Ancestors who watch over us and guide the Aboriginal and Torres Strait Islander community. We also pay respect to the lived and carer experience in the room today.</p>
2.	<p><b>Acknowledgement of Recording</b></p> <p>This meeting will be recorded and the minutes of the meeting will be transcribed and can be disputed.</p>
3.	<p><b>Apologies</b></p>
4.	<p><b>Confidentiality &amp; Declaration of Conflicts of Interest</b></p>
5.	<p><b>Presentation</b></p>
6.	<p><b>Guests</b></p>
7.	<p><b>Approval of Minutes – 27 October 2023</b></p> <p>Approved as a true and accurate record by RM.</p>
8.	<p><b>Terms of Reference</b></p>
9.	<p><b>Action Items: As per Action Log</b></p>
B. Standing Items	
10.	
10.1	<p>TSH Mental Health Rehabilitation Unit update</p> <ul style="list-style-type: none"> <li>• Next general staff update to be held in March 2024</li> <li>• Revised MoC to reflect step down facility at Garrawarra with the remaining 5 beds to remain in the MHRU</li> <li>• Restructure proposal document currently going through Mental Health and HR consultation pre consultation with staff</li> <li>• WHS concerns encouraged to be raised by staff</li> <li>• Changes to Nurse Management structure as a result of additional site (Garrawarra)</li> <li>• Mid 2024 projection for Garrawarra houses to be finalised and restructure consultation finalised. RM queried a second restructure proposal at MHRU. CH spoke to the need to have a revised and formalised restructure document to allow for thorough consultation</li> <li>• Working group to be established once opening to raise and address teething issues</li> </ul>
10.2	<p>Service Specific Issues including update on Reasonable Workloads Committee</p>
10.2.1	<p>ESMHS</p> <ul style="list-style-type: none"> <li>• NIL Update</li> </ul>
10.2.2	<p>ST George MHS</p> <ul style="list-style-type: none"> <li>• Concerns raised via Safework in September 2023 re staffing levels in the ACT and OH&amp;S issues related to staff shortages and adequate parking. Concerns raised about staff supplementation to meet staffing levels throughout recruitment</li> <li>• Supplementation of staff was resolved by PACER clinicians. Successful recruitment to casual positions who are highly experienced to work within the ACT</li> <li>• Notification from Safework in February regarding similar issues and skill levels of casual pool and staff mix</li> </ul>

	<ul style="list-style-type: none"> <li>• Response is currently being formulated in response to new Safework notice. MHS will await further advice for a follow up meeting. Recruitment data to be supplied to the HSU and NSWNA – vacancy factors and PACER clinician shifts for the ACT</li> <li>• Concerns from HSU that PACER clinicians should not be supplementing the ACT and detracts from the PACER initiative with an unsafe skill mix</li> <li>• Recruitment remains an ongoing issue. Casual pool utilised for risk mitigation who are appropriately skilled to work in the ACT</li> <li>• Recurrent State funding for PACER yet to be determined. Revised MOU with Police currently in process</li> </ul>
	<p>10.2.3 The Sutherland Hospital MHS</p> <ul style="list-style-type: none"> <li>• Aboriginal workloads committee in collaboration with hospital sites is currently facing challenges. Shift in focus to a specific MHS Aboriginal workloads committee</li> <li>• Nursing Head to be appointed at TSMHS – Discussions being held between NDM and RE</li> </ul>
10.3	Peer Support Workforce
	<ul style="list-style-type: none"> <li>• Meeting to be held 23/2 regarding the Peer Support Action Plan</li> <li>• Union member (Peer Worker) has made allegations against a Manager at POWH. Reported that staff member has seen no actionable outcomes on this matter</li> <li>• WW queried how communication to staff around bullying &amp; harassment is measured</li> <li>• CH assured that an investigation had commenced and will follow up with the appropriate stakeholders to ensure actions and measures have been put in place</li> <li>• WHS HSU representative nominations to be finalised by w/c 26 February 2024</li> </ul>
<b>C. New Business</b>	
<b>11.</b>	<b>Items for noting/discussion</b>
	<p>11.1</p> <ul style="list-style-type: none"> <li>• RM raised that ESMHS are utilising contract security in replacement of HASA who are not VPM trained or Code Black training. Not versed in MHS policies and procedures</li> <li>• Breach of consultation policy as the HSU was not consulted in the lead up to employment of contractors</li> <li>• CH discussed the benefits of having HASA over Security Officers in the MH units as HASA have a specialised therapeutic skill set that is beneficial to MH consumers. Further discussion to take place to define the role and requirements and how to incentivise recruitment and retention of HASA</li> </ul>
<b>D. Business Without Notice</b>	
<b>E. Meeting Close</b>	
<b>Date of Next Meeting: Friday 26 April 2024 – midday to 1pm</b>	

## South Eastern Sydney Local Health District

Action list as of 27 October 2023

Meeting Date / Item No:	Topic	Description	Person Responsible	Update
23.02.24	HSU Representatives	Welcome letters to HSU Peer Worker reps to be sent out	JD/NS	
23.02.24	Safework notice – SGMHS ACT	Response is currently being formulated in response to new Safework notice. MHS will await further advice for a follow up meeting. Recruitment data to be supplied to the HSU and NSWNA – vacancy factors and PACER clinician shifts for the ACT	DT	
27.10.23	Reasonable Workloads Committees	Georgia Armstrong will forward templates/supporting documentation around RWC and TSH Terms of Reference to CH DT and NDM. Meetings to be scheduled at all 3 MH sites once TOR is circulated	GA RS	
27.10.23	SESLHD MHS Restructure Consultation paper – Clinical Governance, Risk, Safety, Quality portfolios	DS to forward this consultation paper to NSWNMA gensec@nswnma.asn.au	DS	Complete
27.10.23	SCC Membership	Include in membership distribution Skye Romer, ESMHS Representative for NSWNMA	Secretariat	Complete
27.10.23	TSH MH Rehab Unit	TSH Mental Health Rehabilitation Unit: RM requested membership of relevant committees.	CC	Completed

