

Minutes

SVHNS Joint Consultative Committee

Date: Monday 23 October 2023
Time: 2:00pm - 3:00pm
Venue: Microsoft Teams Meeting

Attendees:

<i>Position Vacant</i>	Workplace Relations Manager
Ms Anna Thornton	Executive Director Nursing
Mr Chris Ball	<i>Interim</i> Executive Director Quality Performance & Improvement
Mr Gerry Carr	Senior People & Culture Manager
Ms Katelyn Forster	<i>Acting</i> Executive Director Strategy, Planning & Partnerships
Mr Kevin Luong	Executive Director Medical Services
Ms Laura Aussel	<i>Acting</i> People & Culture Manager
Ms Linda Patat	<i>Interim</i> Chief Operating Officer
Ms Margaret Lazar	Executive Director Allied Health
Mr Rio Pun	<i>Acting</i> Executive Director of People & Culture (Chair)
Mr Randall Millington	HSU Representative
Ms Elishka Skelding	ASMOF Industrial Officer
<i>Position Vacant</i>	SVHNS, HSU Delegate
Damien-Davis Frank	SVHNS, NSW NMA Delegate
Tully Palmer	SVHNS, NSW NMA Delegate
Mr Mark Murphy	NSW NMA Representative

Apologies: Chris Ball, Margaret Lazar (Delegate – Alexis McMahon), Linda Patat
Guests: Aesha Awan, ASMOF Representative
Chair: Rio Pun, *Acting* Executive Director of People & Culture

Agenda Items		
	Safety Briefing	Chair
Acknowledgement		
We acknowledge the Gadigal people of the Eora nation, the traditional custodians of the lands on which we are meeting today. We acknowledge that they have occupied and cared for these lands over countless generations, and we celebrate their continuing contribution to the life of this region.		
No	Item	Responsible
	<p>Previous Minutes & Actions:</p> <p>The Chair opened the Joint Consultative Committee meeting at 2:02pm with a safety briefing and acknowledgement to the traditional owners of the lands on which we were meeting. The minutes from the previous JCC meeting held on 26 June 2023 were considered and accepted as a true record.</p>	
1	<p>NB: Minutes were circulated late. Committee members were asked to come back with any questions they may have about the minutes out of sessions.</p> <p>NB: Committee membership to be update as some member are not current.</p> <p>Accepted by: TBC – Out of session Seconded by: TBC – Out of session</p>	Chair

2	<p>General Update:</p> <ul style="list-style-type: none"> - Linda Patat is an apology due to illness, Anna Thornton provided the General Update on behalf of SVHNS. <p>• Hospital Performance:</p> <ul style="list-style-type: none"> - A Thornton noted the organisation is currently working on freeing up capacity in terms of beds in the hospital. - Concentrating on managing our Long Length of Stay patients and reducing the number of days patients are in the hospital. This has allowed for better patient flow in the hospital. - Transfer of Care (TOC) number are improving and patient's time in the Emergency Department have decreased which has reduced pressure in the Emergency Department. - Continued meetings with Emergency Department staff to monitor length of stay in ED, patients being cared for in the corridors which has reduced significantly. 	Anna Thornton
3	<p>SVHNS Covid-19 update:</p> <ul style="list-style-type: none"> - Currently there is a slight increase in presentations of Covid and respiratory infections in the hospital. - There is currently 6 x Covid positive patients and 10 x patients waiting testing. - The organisation is encouraging staff to wearing PPE, ensure their Covid vaccinations are up to date and ensure they do not come to work if they are feeling unwell. - R Millington raised the question to SVHNS, how many days off work do staff have to take when they test Covid-positive. - R Millington raised the question to SVHNS, the vaccination requirements for staff. <p><i>ACTION – SVHNS to confirm how many days off work staff are required to take when they test Covid positive.</i></p> <p><i>ACTION – SVHNS to provide R Millington the vaccination requirements of staff.</i></p>	Kevin Luong (Duty HSFAC)
4	<p>HR update:</p> <ul style="list-style-type: none"> • Enterprise Agreements: <ul style="list-style-type: none"> - SVHNS is currently renegotiating the Medical Officers Enterprise Agreement. This is progressing with a meeting taking place today (Monday 23/10) and another set for 2 weeks' time. • Salary increases: <ul style="list-style-type: none"> - Salary increases has been processed and backdated to the commencement of the beginning of the financial year. • SJH Decommissioning: <ul style="list-style-type: none"> - Decommissioning is progressing. - SVHNS have a site presence at SJH and staff have been offered 1:1 meetings with councillors and People & Culture staff to assist with any guidance or questions they have. - Information Sessions have been arranged for both mapped and non-mapped staff. - Transfer letters have been issued, these letters include details around the mapped positions. Many questions have been raised by staff regarding some of the context in the letters. WSLHD are working on addressing these. • Staffing changes – People & Culture: <ul style="list-style-type: none"> - Recruitment for the Workplace Relations Manager positons is still progressing, close to the offering phase. 	Rio Pun
5	<p>Terms of Reference (TOR):</p> <ul style="list-style-type: none"> - Terms of Reference has been endorsed by the committee. 	All

6	<p>Other business:</p> <ul style="list-style-type: none"> - E Skelding advised the committee that Aesha Awan will be taking over from her position as ASMOF Industrial Officer on this committee going forward. - R Millington raised a concern regarding the large number of contractors as opposed to SVHNS employees within the SydPath department, he will be looking into this further therefore alerting SVHNS. K Luong authorises all recruitment in SydPath as it is within his directorate. There is contractors currently working on the backlog from the fires however not a significant number that should alarm anyone. K Luong & R Pun teams will look into this. <p>The meeting closed at 2:22pm.</p>	All
	Next meeting date: Monday 11 th December 2023, 2pm – 3pm	For information

Action Log

Date	Details	Assigned	Progress
23/10/2023	SVHNS to confirm how many days off work staff are required to take when they test Covid-19 positive.	RP	
23/10/2023	SVHNS to provide R Millington the vaccination requirements of staff.	RP	
28/08/2023	Surgical Recovery Program to be removed as an agenda item going forward.	SW	Closed
28/08/2023	SVHNS to provide Randall Millington high level numbers and classifications of vacancies at SJH.	RP	Closed
26/06/2023	SVHNS to provide a copy of the affective letter to Randall Millington.	RP	Closed
26/06/2023	SVHNS to provide date of when the decision to decommission SJH was made.	RP	Closed
26/06/2023	Provide the date SVHA Board made the decision on the decommissioning of SJH to Elishka Skelding.	RP	Closed
24/04/2023	Provide a high-level copy of the staged rollout plan for the SafeZone implementation to Randall Millington. 26/06/23 – Document attached with meeting minutes from April meeting.	DLL	Closed
24/04/2023	Extend an invitation to Jodi Gough to the Reasonable Workloads Committee the provide terms of reference.	SA	Closed
24/04/2023	Table NSWNMA trade union leave entitlements for awareness and discussion at local NUM meeting.	SA	Closed
24/04/2023	Formalise meeting with ASMOF to confirm TESL eligibility.	KL	Closed
27/02/2023	Confirm the number of non-nursing HSR's being considered for SAS, PECC, PANDA and ED. 24/04/23 - RP confirmed that there are no requests from HSU members or non-nursing HSR's from the above stated areas. In ED, a nursing specific work group has been formed and 3 nursing specific HSRs will be appointed. RM to check in with members and see if they have been made aware of the HSR process.	RP	Closed

27/02/2023	ED to provide a safe median trigger number for inclusions to Escalation Plan 24/04/23 – SA confirmed the team have provided this.	DDF	Closed
27/02/2023	Email Ms Jodi Gough a copy of SVHNS Hospital Escalation Plan once published.	AT	Closed
27/02/2023	Confirm and email Ms Jodi Gough fit testing arrangements for new graduates. 24/04/23 – JG confirmed action item closed.	AT	Closed
27/02/2023	Email Mr Randall Millington a vacancy report of HSU-related classifications. 24/04/23 – Vacancy report sent to RM.	RP	Closed

Attendance Record

Name Title	27/02/23	24/04/23	26/06/23	28/08/23	23/10/23	10/12/23
Rio Pun (Chair) <i>Acting</i> Executive Director People & Culture	Y	Y	Y	Y	Y	
Anna Thornton Executive Director Nursing	Y	D – Shiraz Abdullah	Y	Y	Y	
Chris Ball Interim Executive Director Quality Performance & Improvement (ED PSQ & ED I&I formed into one department)	AP	-	Y	Y	AP	
Damien-Davis Frank NSW NMA Staff Representative	Y	-	-	Y		
Deanne Irwin HSU Staff Representative	Y	-	AP	Y		
Elishka Skelding ASMOF Industrial Officer		Y	Y	Y	Y	
Gerry Carr Senior People & Culture Manager	Y	Y	Y	Y	Y	
Jodi Gough NSW NMA Representative	Y	Y	-	-		
Katelyn Forster <i>Acting</i> Executive Director Strategy, Planning & Partnerships	Y	Y	AP	Y	Y	
Kevin Luong Executive Director Medical Services	AP	Y	Y	D – Christian Ghan	Y	
Laura Aussenl <i>Acting</i> People & Culture Manager	Y	Y	Y	Y	AP	
Linda Patat Chief Operating Officer (Old ED Acute Care Services role)	Y	Y	Y	Y	AP	
Margaret Lazar Executive Director Allied Health	Y	D – Melissa Armstrong	Y	Y	D – Alexis McMahon	
Mark Murphy NSW NMA NSW NMA	-	-	-	Y	-	
Michelle Picone ASMOF Industrial Officer	AP					
Tully Palmer NSW NMA Staff Representative	-	-	-	-	-	
Scarlett McAlary NSW NMA Staff NSW NMA	-	-	-	-	-	

Randall Millington HSU Representative	Y	Y	Y	Y	Y	
Role is not current anymore Executive Director Integrated Services	Y	Y				
Position Vacant Acting Workplace Relations Manager	Y	Y	Y			
HSU Guest invite: Josh Dodsworth			Y			