

WESTERN NSW LOCAL HEALTH DISTRICT

UNCONFIRMED MINUTES OF A MEETING OF THE AREA JOINT CONSULTATIVE COMMITTEE via Videoconference/teleconference Wednesday 11th August 2021 at 9.30am. (EST)

Agenda Item	Issues/Action	Follow Up Action/Officer
1. Present	Scott McLachlan Sandra Duff (Chair) Mark Spittal Adrian Fahy Clayton Spencer Tiffany Charlton Zelda Giblett Bryan Billington Wayne Kelly Steve Teece Tracey Coyte Bec Latter (Minutes)	
Apologies	Sharon Carney Jeff Morrissey Richard Waters Cathie O'Neill Jeff Morrissey	
2. Acknowledgement to Country	Sandra Duff	
3. Confirmation of previous minutes	Confirmed – Zelda Giblett Seconded – Tiffany Charlton	
4. Business Arising		
4.1 Flu Vaccinations	TC – this was around staff having access to evidence of vaccinations, this is available in employee self service, Stafflink. COVID vaccinations – currently focussing on RAC facilities, huge amount of work being done by vaccination team, HSMs and GMS. Had mobile clinics last week very	

	<p>successful. Going to individual sites to focus on staff who are willing to be immunised. Just waiting updated schedule for mobile clinics. Need to work closely with staff for whatever reason are unable to have vaccination.</p> <p>SD – will be writing to staff who according to our records may not have been vaccinated, which will have a lot of information in this for staff. Need to work out what the options would be for staff after 17 September in these facilities, if they are not vaccinated.</p> <p>WK – redeployment with our geographical spread is very hard.</p> <p>ZG – what about those staff who have been advised to have Pfizer but may not be able to have prior to 17 September.</p> <p>SD – have to take each case individually, will work with them to find every possible way to get them access.</p> <p>ZG – advocating simple refusal may lead to termination</p> <p>SD – keep in contact with us & we will work with individuals</p> <p>WK – biggest concern is people having cancer treatment or pregnant, they are getting confused advice.</p> <p>TC – details advice within the letter to be sent to staff</p> <p>ZG – can the unions get a copy of the letter</p> <p>TC – will provide a copy of the letter to go to staff re: vaccinations to all 3 unions</p> <p>ST – need to be very clear, make people feel comfortable</p> <p>SD – will continue to be open/transparent, we do want to encourage our staff and their families to be vaccinated.</p>	<p>TC to provide a copy of the letter to go to staff re: vaccinations to HSU, NSWNMA, ASMOF</p>
4.3 Mandatory Training	Completed – actions to be removed.	
5. Standing Items		
5.1 Capital Works Update	Will arrange for a Capital Works update to be sent outside of this meeting	Bec Letter (completed 16/08/2021)
5.2 CE Update	<p>SMc – have had increased testing Dubbo and Mudgee due to positive sewage tests. Now confirmed case in Dubbo, with one close contact likely to be a confirmed case also. Two schools in Dubbo affected. Have undergone a deep clean at Manera testing clinic as one of the areas of concern. Period for close contacts goes back to last Friday. Expect Dubbo LGA will go into lock down, have impact going back to 3 August. A lot of support in place for staff especially staff that have kids at either of the schools. Dubbo and Wellington on red alert with increased PPE, screening, restrictions on visitors. Will continue to communicate as we know more. Positive sewage test in Bathurst overnight. Testing increase in response to this. Expect</p>	

	<p>cases in Dubbo will have some broader impacts. Don't believe they were related to sewage fragments.</p> <p>T Coyte – concern that there is enough staff in 'hot zone's'</p> <p>SMc – we are in a good position at the moment. PPE is also in a good situation across the LHD.</p> <p>WK – with stores deliveries what are the rules around hard contact transfer?</p> <p>AF – will take some further advice from MoH & Healthshare and come back to Wayne offline</p> <p>WK – staff are handling and delivering parcels within Health services.</p> <p>WK – COVID shots & work requirements? Can we make it clear about where staff stand with vaccination requirements, there is a lot of genuine concerns out there.</p> <p>ST – MoH advice that gets update regularly</p> <p>WK – can we send out come advice</p> <p>SD – will give plan in this meeting re: vaccinations. Want to highlight the amazing response from staff to help run swabbing & vaccination clinics. Spirit amongst the staff is amazing, makes me really proud.</p>	<p>AF will sought further advice from MoH & Healthshare re: rules around hard contact transfer (eg. Stores deliveries)</p>
5.3 PMES	<p>SD – People Matter Survey is going ahead, commences 23 August 2021. Won't be able to promote in a way we have done in the past, unable to have gatherings, hand out 'goodies' etc. As you are visiting/speaking with facilities can please encourage members to complete the survey, this would be greatly appreciated. There is still ongoing conversations following the Wellbeing Check-In last year.</p> <p>ZG – can we get update on wellbeing check-in</p> <p>TC – results have all been feedback to managers</p> <p>ZG – concern is has it gone back to staff</p> <p>TC – feedback what site referring to offline and can follow up</p>	<p>ZG – to send TC an email re: Wellbeing Check-In results for a particular site & follow up offline</p>
6. General Business		
6.1 COVID Update	Covered in CE update	
7. Business without notice		
7.1 FIT Testing	<p>SD – received some funding from CEC to pull a team to roll out FIT testing. Team will sit in Risk Management Unit.</p> <p>T Coyte – feel very happy with numbers on FIT testing.</p> <p>WK – fitting of masks – when will we be provided with the masks staff are being told to wear. Issues with facial hair etc / differing advice.</p>	

	<p>AF – do have PPE availability, including masks, moving our way through highest risk staff. FIT test to masks we have for when in high risk areas. Happy to look at any particular concerns via email. Facial hair – if in high risk area need to be clean shaven. Advice is need to be clean shaven if FIT testing P2/N95 mask. If going into clinical setting, need to be clean shaven, happy to re-iterate this to FIT testing staff.</p> <p>TC – understand MoH have done some work with religious groups & given some exemptions</p> <p>WK – also want to raise transport staff need to have access to order hi-vis</p> <p>SD – has hi-vis been raised with Anne Taylor directly?</p> <p>WK – asked staff to do Risk Assessment and send to managers</p> <p>ZG – will send email to Anne Taylor & cc HRP into it</p> <p>TC – confirmed hi-vis is available to Patient Transport, may just be a system ordering issue, if so there is alternatives for this eg. Form outside the system to order</p>	
7.2 Rotation of Junior Doctors	<p>ST – rotation of Junior Doctors around the state, this may need to be reconsidered? Keeping an eye on this.</p> <p>SD – advice over the last couple of days for people who come into our LHD temporary placements, while in our LHD this is considered place of residence, unless compassionate or medical reasons, need to stay.</p> <p>CS – biggest risk is our Junior Doctors taking leave if can't move around. Just have to keep an eye on it.</p>	
7.3 COVID hotspot patient	<p>BB -if recognise patients / community have come from a COVID hotspot, how far can we go in reporting that?</p> <p>AF – make an internal disclosure to Public Health Unit, can seek advice what level of risk they pose.</p>	
8. NEXT MEETING	<p>Wednesday 10th November 2021, 9.30am</p> <p>There being no further business the meeting closed at 10.33am</p>	

Chairperson: Sandra Duff

Date

ACTION LIST

Agenda Item	Action	By Whom	By When
4.1 Flu Vaccinations	Provide a copy of the letter to go to staff re: vaccinations to HSU, NSWNMA, ASMOF	Tiffany Charlton	ASAP
5.1 Capital Works Update	Arrange for a Capital Works update to be sent outside of this meeting	Bec Latter	Completed (sent via email 16/8)
5.2 CE Update	Sought further advice from MoH & Healthshare re: rules around hard contact transfer (eg. Stores deliveries)	Adrian Fahy	ASAP
5.3 PMES	Send Tiffany an email re: Wellbeing Check-In results for a particular site & follow up offline	Zelda Giblett	ASAP