

WESTERN NSW LOCAL HEALTH DISTRICT

UNCONFIRMED MINUTES OF A MEETING OF THE AREA JOINT CONSULTATIVE COMMITTEE via Videoconference/teleconference Wednesday 11th November 2020 at 9.30am. (EST)

Agenda Item	Issues/Action	Follow Up Action/Officer
1. Present	Mark Spittal Sandra Duff (Chair) Tiffany Charlton Jeff Morrissey Debbie Bickerton Zelda Giblett Bryan Billington Richard Waters Clayton Spencer Adrian Fahy Wayne Kelly Kerrie Seymour Bec Latter (Minutes)	
2. Apologies	Sharon Carney Cathie O'Neill	
Acknowledgement to Country	Mark Spittal	
3. Confirmation of previous minutes	B Latter to clarify August minutes to read Z Guinea against item 4.2	BL to resend August minutes with amendment to 4.2
4. Business Arising		
4.1 Capital Works Update	JM – Capital works staff member did some noise sampling (around coffee machine, Mudgee) which were within acceptable levels, however there have been some strategies put into place. Did have this documented/feedback to Zelda. ZG – on site later this month, will feedback if hear anything. RW – haven't heard anything further.	Remove – no further action required.

4.2 PPE Training	Item completed – to be removed	
4.3 Uniform Disposal	TC – sent policy to ZG ZG – disposal is an onerous task on Managers, can the employee take off badge & take into Manager. TC – will ensure this reads in there and progress	
5. Standing Items		
5.1 Capital Works Update	JM – very progressive around Dubbo, Mudgee and Clinical Services Plan, Cowra. Carpark and Cancer Centre, Dubbo – well advanced. Endorsement around business case – carpark project with an additional 388 spaces (railway line side of campus). Mudgee is occupied, at the back end of demolition, hopefully will all be done by end of the calendar year. Clinical Services Plan, Cowra – a lot of consultation, hopefully redevelopment funding announcement.	
5.2 CE Update	MS – performing well, continual decline in hospital complications. Performing well financially also. Our recent survey shows that around 70% of staff are happy to come to work, we do want it to be better, still continue to take gauge of our staff's wellbeing. Renewed focus on Rural Regional Health Services, understand will be distressing for our staff, mindful of this, ensuring staff have active support, including EAP & clear support from Managers. Not our intention to not recruit Drs in our rural facilities, a lot of efforts go into recruiting GP/Locums. We want GPs on the ground wherever we can achieve it, and high quality virtual services supporting. We have a good support in our rural generalist program. Currently have Medical Services tender out, for 6 of our most difficult facilities. Confident in next couple of weeks, we will be able to talk more positively about an outcome. Announcement around Drug & Alcohol detox and rehab services – good for communities moving forward. Significant developments with Dubbo – quite significant recruitment around this, positive development. Briefing around cancer outcomes for our LHD this afternoon. Having regional services in Dubbo will be a great boost. Developments around Orange Campus – CAAMHS & Canobolas clinical area bringing services together. Wanting to create palliative care suite & separate oncology beds – some revamping, great development. Bathurst – over next few months some changes around Panorama clinic, some	

	<p>realignment around services. MRI licence (Bathurst) working with Federal Government, now working with Commonwealth Government to get standing up. Next 6 months are critical taking up our best advantage New Graduates. Naidoc week – refreshed strategic plan, 4 key goals. Will be launching and addressing Making Meaningful Gains in Aboriginal Health at the Virtual Leaders Forum tomorrow.</p>	
5.3 Culture & Wellbeing Check-In	<p>SD – absence of PMES, made a decision to do our own survey. One of the great things is we had the opportunity to ask questions around wellbeing, and plenty of opportunity for people to give free text answers. At the end we asked a question of things they wish to celebrate, there are some great things coming out of this. Had 35% response rate, which given not much lead up time, we are happy with this. People have spent a lot of time on feedback, we are currently preparing reports to managers to then feedback to their teams. Are some themes around communication, managing difficult situations. In question around how we support wellbeing, the number one response was flexible work practices, managing workloads, recognition. It is more about people’s experience with teams, co-workers and managers. Will have more detailed information at the next meeting. ZG – will we receive the overall summary? SD – able to provide that in an email very soon. KS – will this go to all unions? SD – yes. JMO workforce didn’t respond as well as they have to PMES in the past, did have a larger number of senior medical workforce respond.</p>	<p>SD to send overall summary of Culture & Wellbeing Check-In results to unions once available.</p>
6. General Business	Nil	
7. Business without notice		
7.1 LHD Orientation – interns 20/21	<p>KS – wanting to know where the intern LHD orientation for 20/21 is going to be held CS – will follow up with Orange (Sarah) and get back to Kerrie KS – clarify if Dubbo interns do at Dubbo or is it ran from Orange / Sydney? DB – Dubbo take 9 interns, contract for 2 years, still doing orientation on site (COVID safe) and some online. KS – can we give presentation as part of orientation week? SD – Phil Kent (ODU) has done some great work on Corporate Virtual Orientation. In that there are links to different unions, will check Medical Associations, this is another way of being able to link up.</p>	<p>CS to follow up details of intern orientation, Orange (Sarah) and get back to Kerrie offline</p> <p>SD to confirm links to Unions are within Corporate Virtual Orientation package.</p>

8. NEXT MEETING	Wednesday 10 th February 2021, 9.30am There being no further business the meeting closed at 10.14am	

Chairperson: Sandra Duff

Date

ACTION LIST

Agenda Item	Action	By Whom	By When
3. Confirmation of previous minutes	Resend August minutes with amendment to 4.2	Bec Latter	ASAP
5.3 Culture & Wellbeing Check-In	Send overall summary of Culture & Wellbeing Check-In results to unions once available.	Sandra Duff	ASAP
7.1 LHD Orientation – interns 20/21	Follow up details of intern orientation, Orange (Sarah) and get back to Kerrie Seymour offline	Clayton Spencer	ASAP
	Confirm links to Unions are within Corporate Virtual Orientation package.	Sandra Duff	ASAP