

MNCLHD: Unconfirmed minutes JCC

Dear Member,

Attached to this newsletter are the unconfirmed minutes from the most recent MNCLHD Joint Consultative Committee (JCC) meeting, held on 15 August 2018.

Please ensure this newsletter is distributed to members for their information.

In unity,



Gerard Hayes
Secretary, HSU NSW/ACT/QLD

MEETING MINUTES

Wednesday, 15 August 2018

Commencing: 1.00pm

Venue: Via videoconference from CHHC AM053; Kempsey Community Health; or VCN Room at PMCH, PMBH VCN

ITEM / DESCRIPTION			ACTION REQUIRED	CARRIAGE	ATT No.
A Attendance and Declarations					
Acknowledgement of the traditional custodians of the land upon which this meeting is held & pay respects to elders past & present.					
Present: Kathleen Ryan (A/Chair), Vicki Simpson, Denis Hogno, Donna Dorrington, Sara Shaughnessy, Michael Kearns (HSU), Peter Kelly (HSU), Donna Dellaca (HSU), James Faull (HSU), Toni Winters (HSU), Jeffrey Crebert (NSWNMA), Joanne McKeough (NSWNMA), Steve Teece (ASMOF), David Drane (joined 1.28 – 1.39pm), (Glennis Wood - minutes)			Note	Chair	
In Attendance:					
Apologies: Stewart Dowrick, Toby Warnes, Juliette Rex			Note	Chair	
Declaration of Pecuniary Interest, Conflict of Interest and Related Transactions: Nil			Note	Chair	
B Presentation					
C Minutes of Previous Meeting/s					
Item 2	2.1	Minutes of previous meeting – 16 May 2018. Resolution: That the Minutes of the MNCLHD Joint Consultative Committee meeting of 16 May 2018 be confirmed as a true and accurate record. Moved: M Kearns Seconded: P Kelly			
D Business Arising					
Item 3	Action Table and follow up				
	4.2	Report from the NSWNMA 1. Link to ICT Scorecard to be provided yearly.	Provide link to ICT Scorecard annually	May 2019	
	4.3	Report from HSU David provided the following information: 1. Timeframe for positions to be regraded in IT: Work has been undertaken around ICT skills and capability which is merging with the overall digital strategy work. The aim is to look at what skills and capabilities are required to allow the District to move forward with its digital strategy as part of the	NFA		

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<p>strategy document. The District has a range of staff who are skilled and capable to provide business as usual for the current systems that are in place, however, moving forward if the District wishes to be a digital organization, the District will need to embrace other skills and capabilities which will provide opportunities for existing staff to move into new service areas and may provide new opportunities to expand the ICT complement of staffing going into the future. The first of these two drafts will be provided in the next few weeks which will then provide staff with an opportunity to provide feedback.</p> <p>2. Telehealth Review: Vicki advised that she is not aware of Telehealth Review being undertaken. David confirmed that there is no review occurring internally for Telehealth. At the State Level there is a Telehealth Working Group who will be looking at how to replace the existing teleconference units with a set of new tools that will provide opportunities to further extend the reach of telehealth into clinical settings and support new models of care.</p> <p>Michael queried if the Statewide Telehealth Review includes a review into resourcing. David advised that at this stage the District are only looking at trying to set some standards in relation to equipment as we look to replace the local equipment. The issue of resourcing becomes what are the new clinical services that the District may wish to offer, however, that would require the use of telehealth and therefore what would the necessary requirements to support those new models of care.</p> <p>Michael queried the resourcing of the eRIC Program and asked if these positions have been finalised and graded. David confirmed that the positions have been through the grading process and working through to recruitment, internally first.</p> <p>Peter noted the issue the HSU originally raised related to the number of people in IT who were acting in positions and not actually working in their substantive roles. David advised that they are waiting on the finalization of both the Sourcing Capability Review that has been done and the ICT Strategy. There will be recommendations coming</p>	<p>NFA</p>		

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	<p>from this combined work. IT will still need to provide the sorts of skills and resources that IT currently have in our team to be able to address the BAU work, however, there will be opportunities, subject to SET and Board Approval, to look at creating new roles which will assist the District to better support a new Digital First Strategy. There is still a process to go through which includes consultation with the Associations and advice to staff.</p> <p>Peter asked for written correspondence from the District so that the HSU are able to inform their members of what is happening in IT.</p> <p>Michael asked in regards to the overall ICT Strategic Plan, if the District is looking at moving away from the Hosted and Held Services with NNSW. Kathleen advised that there is the Skills Capability work and the Strategic Planning occurring to look at where IT is going in the next five years. David added there was recently a review of the existing Hosted and Held Arrangements which involved the provision of eMR and related Clinical Information Support Services which is a service hosted by NNSW and delivered to both NNSW and MNC and it was agreed that that arrangement would continue for another 12 months. No planned change at this stage and any change would be informed by the new Digital Strategy.</p> <p>3. Confirmed HSU have provided names of HSU representatives to attend the DJCC.</p>	NFA	
4.4	<p>Report from ASMOF Vicki advised that the JMO Orientation dates have been forwarded to the HSU. Dates are the same Statewide.</p>	NFA	
5.2	<p>Winter Bed Strategy</p> <ol style="list-style-type: none"> Vicki has asked the DONs to talk to their local branches in regards to the Winter Strategies and what has been implemented locally. A further email has been sent today to seek confirmation that this has been undertaken. This has also been raised at the DONs meeting. Vicki advised that a summary was forwarded to the HSU this morning. It is mainly around the enhancement of positions that were funded to assist with Winter Strategy. The majority of Winter Strategy is around hospital avoidance as 	NFA NFA	

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		well as keeping staff well by increasing vaccination nurse hours and outreach services to aged care facilities, physios. There has also been some cleaning and HSA enhancement hours. Vicki happy to discuss with both Michael and Peter off line if there are any issues.		
E Standing items				
Item 4	4.1	<p>Report from the Chief Executive The A/CE provided the following Report:</p> <ul style="list-style-type: none"> • Macksville Redevelopment: Funding has been confirmed. • CHHC Redevelopment: All tendering processes will occur around October 2018. Services are moving to allow for the expansion. <p>Peter noted that the HSU has not received an invitation to be part of the consultation processes for the redevelopments. Vicki advised that the meetings for local consultation as well as Workforce Planning, will be distributed within the next few weeks</p> <ul style="list-style-type: none"> • Activity: All Hospitals has been very busy. Surge beds have opened at both the base hospitals. Kathleen thanked the staff for all their hard work. • Flu Season: Has not been as serious as anticipated. • People Matter Employee Survey (PMES): It is anticipated that the results will be available in the new few weeks. Discussions will be held with the Senior Executive Team and results analysed. • The VMO Reappointment Process: Is now complete. There is some ongoing discussion with VMOs around process and the aspects of their contracts. • The Workforce Plans: Vicki added the teams will meet to discuss. The Plans will be completed by the end of the year. Vicki added that Workforce Planning is forecasting what the District's needs are going to be over the next 5 years, looking at gaps in services etc. However, until we have this information, and in consultation with the Allied Health Team and the Clinical Services Plan, if there are any new positions they will need to be briefed and worked through. <p>Michael queried in relation to vacancies in Allied Health, if there were was a job freeze. Vicki</p>		

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	<p>confirmed that there are no job freezes in the MNC. Michael to follow up with Vicki outside of meeting.</p> <ul style="list-style-type: none"> • Accessibility of Critical Care Beds: The ACI have commissioned work to review this from a State perspective. • ICT Strategy for Digital Health: Work is being undertaken with Deloittes to develop the Districts ICT Strategy for Digital Health. There have been consultation forums with staff across the District and it is anticipated that a draft strategy will be available in 3 to 4 weeks' time. • Transitional Research Grants: An EOI process has been distributed. There is an internal process to invite staff to submit an EOI. Grants are between \$50,000 & \$1 million. • Research Placement: Twelve-month placement is available at the Black Dog Institute, Garvan Institute, NeuroScience Australia, Victor Chang and the National Drug & Alcohol. • Grants: Available for local research. • Mental Health: Flag for the Associations re a media story to be presented on the 7.30 Report on Wednesday evening. The Mental Health Senior Managers have been working closely with the staff to ensure they are aware of the story and feel supported throughout the process. Sara advised that the first priority for the District is their staff. 		
4.2	<p>Report from NSWNMA Joanne McKeough (for information) met with the Coffs Harbour staff yesterday. The renovations and redevelopment on the site and the placement of Medical Records further away from the Hospital is causing some friction at the site at the moment. This issue is being discussed at the SCC.</p>		
4.3	<p>Report from the HSU Michael Kearns</p> <ul style="list-style-type: none"> • The HSU thanked the District for increasing the HSU's time at orientation from 15 minutes to 30 minutes. • Multiple Assignments are now included in the Award Structure. • The Security USCC Meetings are ongoing, with the next meeting scheduled for 24 August 2018. The HSU are hoping to formulate a position to take to the MoH. The HSU have proposed staff numbers for across all sites. 		

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	<p>Peter Kelly</p> <ul style="list-style-type: none"> Peter requested written correspondence to the HSU in regards the ICT Strategic Planning. 	Provide written correspondence to HSU re ICT Strategic Planning	Kathleen Ryan D Drane	
4.4	<p>Report from ASMOF</p> <p>Steve noted that in regards to the JMO Wellbeing Plan, it is approximately six months into the commencement of the Clinical Year where capping of shifts was made mandatory and queried what steps are being taken by the MNCLHD to ensure that rosters are designed to deal with these plans.</p> <p>Vicki advised that the rosters have been audited and only 2 were found. Work is being undertaken in regards to the Action Plan, and Wendy Stow (Behaviour and Cultural Consultant) has been working with the teams. A report is also provided to the Senior Executive Team and MNCLHD Workforce Health & Safety Committee in regards to what is being undertaken and how we are moving along with those survey result and actions being taken. The District is very focused and working with the medical teams. The JMO Managers and DMS's have also attended the various workshops.</p>			
4.5	<p>Employee Survey Update</p> <p>Vicki confirmed that the results will be shared with the local teams and action plans developed. The results will be placed on the Intranet site for public view.</p>			
4.6	<p>Public/Private Partnerships</p> <p>Michael queried with Medical Imaging Services at PMBH, and the contract for the service coming up, called for the District to consider taking the Medical Imaging Service in-house. In addition, the HSU understands that Pathology is coming up in 2019 and asked if there was an update on when the tender process would commence.</p> <p>Kathleen to follow and advised next meeting.</p>	Provide update on Medical Imaging and Pathology Services and when the tender process will commence	CE	
4.7	<p>Work, Health & Safety</p> <p>Nil</p>			
F General Business				
Item 5	5.1	<p>MNCLHD Joint Consultative Committee Meeting</p> <p>Vicki advised that the CE would like to hold a face to face District Joint Consultative Meeting once a year. It is proposed to hold the first face to face meeting on 21 November at PMCHC from 1pm to 3pm. Endorsed.</p>		

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	5.2	Associate Director Workforce Vicki noted that Danny Cameron has now retired and wished Danny all the very best in his retirement. Vicki welcomed Denis Hogno to the position of Associate Director Workforce.			
	5.3	HSU Delegates The Committee welcomed the new HSU delegates to the meeting.			
G Minutes of Other MNCLHD Joint Consultative Committee Meetings					
Item 6	6.1	The following endorsed minutes were tabled for information and noted by the Committee: <ul style="list-style-type: none"> Macksville Health Campus SCC- Nil endorsed minutes available. CHHC SCC Meeting Minutes – 15 February 2018 Hastings/Macleay Clinical Network Staff Consultative Committee – Nil endorsed minutes available. 	Noted		
H Next Meeting					
Item 7	Meeting closed at 2pm. The next meeting of the Mid North Coast Local Health District Joint Consultative Committee will be held on 21 November 2018.				

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