

MLHD JCC Minutes 11 October 2018

Dear Member,

Please find attached to this email the minutes from the most recent MLHD Joint Consultative Committee (JCC) meeting, held 11 October 2018.

If you have any feedback or concerns regarding these minutes, please contact your local HSU Organiser Tracey Gaddelin via email tracey.gaddelin@hsu.asn.au.

In unity,



Gerard Hayes
Secretary, HSU NSW/ACT/QLD



Date: 11 October 2018
Time: 12:00pm – 12:37pm
Location: Via Teleconference including Wiradjuri Room, Morgan Street Wagga Wagga and Suite 3, 620 Macauley Street Albury
Chaired by: Mr Maurice Ahern

1.0 Attendees:

A/Chief Executive	Mr Maurice Ahern
Acting Director People & Culture	Ms Cindy Mundy
Finance and Performance	Mr. Kevin Lawrence
Executive Director, Nursing and Midwifery	Ms. Karen Cairney
Nurse Manager Workforce and Leadership	Ms Keryl Dallinger
A/Director Operations	Ms. Fiona Renshaw
Executive Director of Medical Services	Dr. Wendy Cox
Director Clinical Governance	Ms. Jill Reyment
A/ Director Integrated Care and Partnerships	Ms. Emma Field
Director WWHS	Ms. Helen Cooper
Workforce Support Manager	Mr. Brian McInerney
Workforce Support Manager	Ms. Noeline Blume
General Manager Griffith Base Hospital & Leeton Cluster	Dr. Elizabeth Harford
Regional General Manager (Operations Directorate)	Ms. Rosemary Garthwaite
Health Services Union Workplace Organiser	Ms. Tracey Gaddelin
Australian Salaries Medical Officers Federation (ASMOF)	Mr. Steve Teece
NSW Nurses and Midwifery Association Workplace Organiser	Ms. Zoe Guinea
NSW Nurses and Midwifery Association Workplace Delegate	Ms. Pamela Bates
NSW Nurses and Midwifery Association Workplace Delegate	Ms Natalie Ellis
NSW Nurses and Midwifery Association Workplace Delegate	Ms. Dianne Zanutto

2.0 Apologies/Non Attendance:

Chief Executive	Ms. Jill Ludford
Director Mental Health and Drug & Alcohol	Ms. Robyn Manzie
Director People & Culture	Ms Helen Emmerson
Acting Director People & Culture	Ms. Meredith McClelland



Workforce Support Manager	Ms. Kelly Pilon
Workforce Support Manager	Ms. Kellie Hughes
Workforce Support Officer	Ms. Abbie Lowden
Manager Inpatient Services/ MHECS/Director of Nursing	Ms. Sharlene Brown
Health Services Union Workplace Delegate	Mr. Steve Oakman
Health Services Union Workplace Delegate	Mr. Gary Purkeljc
NSW Nurses and Midwifery Association Workplace Delegate	Ms. Rhonda Dixon
Acting Directors Allied Health	Ms. Virginia Mitsch & Mr. Andrew Corrigan
Australian Salaried Medical Officers Federation (ASMOF)	Ms. Kerrie Seymour
Health Services Union Workplace Delegate	Mr. Rex Currie

Secretariat:

Ms. Sharon Preedy – Executive Assistant A/Director People & Culture

Acknowledgement of Country:

Mr. Maurice Ahern opened the meeting by acknowledging the traditional custodians of the land, the Wiradjuri People.

3.0 Confirmation of minutes from previous meeting

Moved – Brian McInerney

Seconded – Pamela Bates

Minutes from 9 August 2018 adopted.

4.0 Surgical Activity Management at WWBH (Helen Cooper) – Purpose to provide a general update on outsourced surgical activity.


4.1 Tracey Gaddelin raised several queries regarding surgical activity for WWBH being undertaken at Calvary Hospital.

ACTION: Tracey Gaddelin to contact and meet with Helen Cooper to discuss this matter.

5.0 Privatisation of Services (Purpose: Notification and discussion with HSU of any MLHD intent to privatise services.)

5.1 MLHD are not looking at privatising any services at this time.

6.0 Action List

	<p>Health Murrumbidgee Local Health District</p>	<p>Joint Consultative Committee Meeting</p>
<p>Murrumbidgee Local Health District</p>		<p>Minutes – October 2018</p>

6.1 JCC 17/12-004

ASMOF Information packs are ready to go out but have not yet been distributed. Kerrie Seymour to confirm at August meeting. Kerry Seymour an apology at August & October meetings. Status update carried over to December 2018 meeting. Action: **Pending**

6.2 JCC18/04-005

Kerrie Seymour to confirm receipt of JMO rostering info at August 2018 meeting. Dr Liz Harford provided an update that further work was required prior to responding. Mr Steve Teece acknowledged that Dr. Harford has communicated that there will be a delay in a response from Griffith Base Hospital and provided an update also on how the new rostering is working in other LHD's. Has been discussed as per SCC minutes 27/09/18. Numbers are being closely monitored and facility is compliant. Dr Harford provided response at Griffith SCC meeting, acknowledged by Mr Teece. Action: **Closed**

6.3 JCC18/06-002

Brett Thompson to provide clarification to Tracey Gaddelin with regard to the 10 x new beds opening up at Murray Haven and beds remaining at the hospital in Barham. Ms Gaddelin noted that a response was received from Mr Brett Thompson via Ms Sharon Preedy but response was not adequate and did not clarify the bed situation at Barham. Ms Fiona Renshaw to follow up and report back to Ms Gaddelin.

Maurice Ahern (MA) and Rosemary Garthwaite (RG) have clarified position. Barham MPS is undergoing capital mode and reconfiguration, with construction due for completion towards the end of November 2018. 10 x Aged Care beds and 10 x Community beds will be operated by Murray Haven Homes (private facility). Current residents (6 x residents) are to remain at Barham and the rehousing transfer is currently planned for February 2019.

Kitchen and Cleaning services at Barham MPD are to continue to be provided by HealthShare. MA advised that this has only been finalised in the last couple of weeks. Tracey Gaddelin (TG) noted that the HSU were informed that any changes would be communicated within a timely manner with regard to notification of the status at Barham. MA accepted that changes were to be communicated to the HSU but also noted that the staff concerned are HealthShare employees. MA apologised to TG that communication had not occurred. Action: **Closed**



6.4 JCC18/08-001

Tracey Gaddelin to provide Meredith McClelland with examples of dietary ordering issues at specific sites.

Tracey Gaddelin advised that sites are advising the HSU that correct process is being followed with regard to eMR Dietary orders/requirements ordering. A memo was circulated to facilities to ensure that correct procedure was to be followed. Action: **Closed**

6.5 JCC18/08-002

Natalie Ellis to clarify notes and audit trail regarding ward clerks entering written notes on behalf of clinical staff.

In light of Tracey Gaddelin's response above, issue has been dealt with. Action: **Closed**

6.6 JCC18/08-003

Fiona Renshaw to follow up with facilities at Leeton and Narrandera regarding the HASA situation at these sites.

Both sites only have 1 x HASA with back up provided by external security contract. HSU does not support the use of an external security contract. These positions are not currently fulltime and are not back filled during leave events.

Additional staff are required as recommended from the WHS Audit reports (2 x Full time HASA staff required). NSWNMA highlight the HASA resourcing issues. Pam Bates to forward HASA issues reports to Ms Harford (Griffith) and Ms Garthwaite (Narrandera). Update to be provided at December 2018 Meeting. Action: **Ongoing**

6.7 JCC18/08-004

Meredith McClelland to distribute Fact sheet and Agenda template to managers relating to the SCC meetings.

Documents distributed via email. Action: **Closed**


6.8 JCC18/08-005

Sharon Preedy to create 2019 Meeting Calendar and distribute to members and facility managers.

Document distributed via email. Action: **Closed**

7.0 MLHD – Nil to report

8.0 HSU

	Health Murrumbidgee Local Health District	Joint Consultative Committee Meeting
Murrumbidgee Local Health District		Minutes – October 2018

8.1 Ms Tracey Gaddelin advised of concerns regarding the communication to staff of the IRC’s decision relating to the Infectious Cleaning Allowances. Patient Transport Officers (PTO’s) are entitled to receive the allowance. The decision was made at the end of August. MLHD members only notified on 3 October 2018. HealthRoster won’t be configured until 20 October 2018 to include the allowances.

Action: Noeline Blume to investigate why the delay and report/confirm to Tracey Gaddelin with findings.

9.0 NSWNMA

9.1 Ms Zoe Guinea posed a question to MLHD relating to recent Parliamentary activity, reported in Hansard on 20 September 2018, seeking to clarify when MLHD intends to provide a formal response to Hon Robert Brown’s concern raised regarding alleged aggressive behaviour towards staff. Mr Maurice Ahern spoke to the meeting. MLHD has provided a response to the Ministry. Mr Ahern noted that if any concerns are raised with MLHD they will be managed in line with NSW Health policy and procedure.

Ms Dianne Zanotto went on the record noting that the Griffith Local Branch of NSWNMA are not aware of or experienced any Bullying or Harassment concerns.

10.0 ASMOF

Nil to report

11.0 SCC Minutes

Health Service	Month of Meeting/s
Wagga Wagga Base Hospital	September 2018 - Quorum not met
Young Health Service	August 2018
Griffith Base Hospital	September 2018

12.0 Business without Notice


Nil

13.0 Next Meeting

13 December 2018 12:00pm

Meetings to be held on the second Thursday on bi-monthly basis.

14.0 Meeting closed: 12:37pm

 Health Murrumbidgee Local Health District	Joint Consultative Committee Meeting
Murrumbidgee Local Health District	Minutes – October 2018

Action Summary

NO.	ACTION	ASSIGNED TO	DUE DATE	STATUS/COMMENTS
JCC17/12-004	ASMOF information packs to be sent to Organisational Development for inclusion in orientation material.	Ms. Kerrie Seymour	May 2018	14/06/18 - Kerrie Seymour advised that packs were ready to go out but as yet have not been sent. Kerrie will confirm at August 2018 meeting. 09/08/18 - Kerrie not available at August or October meetings. Status update held over to December meeting.
JCC 18/08-003	Fiona Renshaw to follow up with facilities at Leeton and Narrandera regarding the HASA situation at these sites	Director Operations	October 2018	
JCC18/10-001	Tracey Gaddelin to contact and meet with Helen Cooper in Wagga to discuss outsourced Surgical Activity arrangements.	Tracey Gaddelin/Helen Cooper	TBC	
JCC 18/10-002	Pam Bates to send through NSWNMA HASA resourcing issues report to Ms Harford.	Pam Bates	31/10/2018	
JCC 18/10-003	Noeline Blume to investigate the delay in MLHD communication to employees regarding the Infectious Cleaning Allowance and report to Tracey Gaddelin.	Noeline Blume	02/11/2018	