

Unconfirmed minutes Maitland Hospital 'My Food Choice' USCC

Dear Member,

Attached for your reference are the unconfirmed minutes from the first Union-Specific Consultative Committee (USCC) meeting around the implementation of 'My Food Choice' at Maitland Hospital.

The next meeting is scheduled for today (15 May). If you have any concerns, please contact your HSU organiser Matt Ramsay on 0419 553 105 or email matthew.ramsay@hsu.asn.au.

In unity,



Gerard Hayes
Secretary, HSU NSW/ACT/QLD

HealthShare NSW My Food Choice Maitland USCC Minutes

Discussion points of meeting held on 15th April 2019
At Maitland Hospital and via Teleconference

IN ATTENDANCE:

On site:

Thor Hugginson – HealthShare NSW
Sandra Oakham – HealthShare NSW
Hetal Barot – HealthShare NSW
Matthew Ramsay – HSU Organiser
Kim Bassett – HSU Sub-branch President
Charmaine Marshall - HSU member from Kitchen Services

Dial in:

Colleen Galbiati – HealthShare NSW
Tom Stevanja – HSU Deputy Manager Industrial Services

APOLOGIES:

Nil

	Agenda Item	Comment
1	Attendance and Apologies	Noted above
2	My Food Choice – Maitland Implementation	Members noted: <ul style="list-style-type: none"> At this stage, the 'go live' date is scheduled for the 18th June 2019. The ICT equipment arrival and installation in progress. The kitchen refurbishments are tracking well.
3	Proposed Structure	Members noted: <ul style="list-style-type: none"> In MFC Maitland will consist of 2 teams that includes; <ul style="list-style-type: none"> 1 Site Manager HM1 (50% Food 50% PSS, costed to PSS only) 1 Site Supervisor GAS7 3 Service Supervisor GAS2 1 Stores GAS2 1 FT Food Preparation HAG3 9 FT and 6 x 32 hrs, 7 x 20 hrs, 2 x 8 hrs PT Food Service Assistant HAG3 out of which 2 FT and 2 PT TC 20 hrs to be appointed In the proposed structure there is an overall increase of 8 headcount and 8.42 fte. The current Site Manager and Site Supervisor are not affected. The proposed changes will negatively impact 4 PT Diet Aides. The affected staff will be managed in line with the Managing Excess Staff Policy Directive. That includes; <ul style="list-style-type: none"> Diet Aides can secure FT Service Supervisor, FT Stores, FT Team co-ordinator, FT Food service Assistant on merit based selection or matched to PT TC 20 hrs. If unsuccessful/ not interested for TC then redeployment within HS/LHD or Likely be offered Voluntary redundancy The current grade of FSAs are Hospital Assistant Grade 2 (HAG2) will increase to a HAG3. Work schedules and rosters will be posted following this meeting for staff review.
4	One-on-One Meetings	Members noted: <ul style="list-style-type: none"> The one-on-one meetings will commence at site 15th and 16th April 2019 for staff to discuss role changes and staff preferences.

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		<ul style="list-style-type: none"> Affected letters for applicable staff will be handed out at these one on one meetings.
5	Recruitment	<p>Members noted:</p> <ul style="list-style-type: none"> An internal EOI for various positions will be released this afternoon and will be open for 1 week for Maitland Food Services staff only. 3 PFT newly added Service Supervisors (GAS2) and 1 PFT vacant Stores (GAS2) roles would be advertised state-wide. 2 PFT and 2 PPT 20 hrs TC roles would be appointed via merit based selection. PPT staff will have the opportunity to apply for potentially 6 PFT positions. 3 - 6 PT staff may potentially receive increase in hours.
6	Training	<p>Members noted:</p> <ul style="list-style-type: none"> Online training completed successfully. Face to face training in progress.
7	Other Business	<p>Members noted:</p> <ul style="list-style-type: none"> HS mentioned that a staff meeting will be conducted after this meeting to communicate USCC discussions. A staff flyer will also be released and posted on the staff notice board soon.
8	Date of Next Meeting	<p>Members noted:</p> <ul style="list-style-type: none"> Wednesday 15/5/19 at 11.00 – 12.00 pm

HealthShare NSW MFC Maitland USCC Action Items			
DATE	ACTION DESCRIPTION	RESPONSIBILITY	STATUS
15/4/19	<ul style="list-style-type: none"> Post EOI at Maitland for positions. 	HB	Closed
15/4/19	<ul style="list-style-type: none"> Post the draft work schedules and rosters for staff to review at Maitland 	SO	Closed