

WCHN GOVERNING BOARD MINUTES

LOCATION: Executive Boardroom/MS Teams

MEETING OPENED: 9.23am

Item No.	Item	Discussion	Action Ref No.
1.1	<p><b>Acknowledgement to Country</b></p> <p><b>Welcome and Apologies</b></p> <p><b>Attendance of members:</b></p> <p><b>In attendance:</b></p> <p><b>Invited Guests:</b></p> <p><b>Apologies:</b></p>	<p>"We would like to acknowledge this land that we meet on today is the traditional land of the Kurna people, and that we respect their spiritual relationship with their country. We also acknowledge that the Kurna people are the custodians of the Kurna land and that their cultural and heritage beliefs are still important to the living Kurna people today."</p> <p>The meeting commenced at 9.23am with the Chair providing an Acknowledgement to Country. The Chair welcomed Board members, and meeting attendees via MS Teams.</p> <p>Jim Birch AM (Chair), Ross Haslam, Brenda Wilson AM, John Bastian AM, Susy Daw, Dr Stephen Christley*, Sandy Miller, Karen Glover, Lindsey Gough (CEO), Yvonne Warncken (CFCO), Jane Jennings (I/COO), Kate Hawke (Board Secretary), Fiona Turner (Minute Taker). *via MS Teams</p> <p>Hon Stephen Wade, Minister for Health and Wellbeing, Anna Tree (Ministerial Advisor), Fran Thorn and Paul Dolan (HCA Review)</p> <p>Nil</p> <p>The Chair welcomed Minister Wade to the meeting at 9.24am and formally introduced all Board Members and attendees. The Chair invited the CEO to provide a verbal update to the Minister, reflecting on achievements and activities across WCHN over the past 3 years. The Minister left the Board meeting at 10.20am.</p> <p>Action: The Chair requested a further invite to the Minister to meet with the Board towards the end of 2021</p>	1
1.2	<p><b>Confirmation of Agenda/ Order of Agenda/Any Other Business</b></p>	<p><i>The Chair noted confirmation of the agenda and order of the agenda</i></p>	
1.3	<p><b>Conflict of Interest Disclosures</b></p>	<p>The Chair requested that the Directors declare any additional conflicts of interest.</p> <p><i>The Chair noted that there were no other conflicts of interests declared at this meeting</i></p>	
1.4	<p><b>Confirmation and Signing of Previous Minutes and/or Circular Resolutions</b></p>	<p>The Chair noted the minutes of the Board meeting held Thursday, 5 August 2021 distributed with the meeting papers.</p> <p><i>The minutes of the meeting held Thursday 5 August 2021 were endorsed by the Board</i></p>	

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1.5	<b>Action List</b>	<i>The Chair noted the current action list and that all items due have been completed or in progress</i>	
1.6	<b>Correspondence</b>	<p>The Chair noted the correspondence that was distributed with the meeting papers.</p> <ul style="list-style-type: none"> <li>Electronic Chemotherapy Prescribing System   Message from the ECPS Project Board Chair</li> </ul>	
	<b>HCA Review - Board Discussion</b>	<p>The Chair welcomed Ms Fran Thorn and Mr Paul Dolan to the meeting via MS Teams at 11.30am to facilitate a discussion with the Board members regarding the HCA review currently being undertaken across the LHNs. The Chair formally introduced all Board Members and attendees.</p> <p>The Chair thanked Ms Fran Thorn and Mr Paul Dolan for attending today's meeting who left at 12.35pm.</p>	
<b>MATTERS FOR ENDORSEMENT</b>			
2.1	<b>Clinical Governance Attestation statement</b>	<p>The Chair noted the Clinical Governance Attestation statement brief distributed with the meeting papers and taken as read. The Chair invited the CEO to provide an overview of report and take questions from the Board.</p> <p><i>The Board:</i></p> <ul style="list-style-type: none"> <li><i>Noted the requirement for WCHN to submit an annual Attestation Statement.</i></li> <li><i>Noted the evidence provided that demonstrates WCHN meets the requirements of the Attestation Statement for 2020/21.</i></li> <li><i>Endorsed the signing of the WCHN certification statement by the Chair of WCHN Governing Board and the Chief Executive Officer</i></li> </ul>	
2.2	<b>Endorsement of the 2020 Public Safety and Quality Report</b>	<p>The Chair noted the 2020 Public Safety and Quality Report brief distributed with the meeting papers and taken as read. The Chair invited the CEO to provide an overview of report and take questions from the Board.</p> <p><i>The Board endorsed the 2020 WCHN Consumer Safety and Quality report for publishing on the WCHN internet.</i></p>	
<b>MATTERS FOR DISCUSSION - NIL</b>			
<b>MATTERS FOR NOTING</b>			
4.1	<b>2021 Top ten patient safety concerns identified by ECRI</b>	<p>The Chair noted the 2021 Top ten patient safety concerns identified by <a href="#">ECRI</a> correspondence distributed with the meeting papers and taken as read</p> <p><i>The Board noted 2021 Top ten patient safety concerns identified by <a href="#">ECRI</a> correspondence</i></p>	



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<b>COMMITTEE MINUTES FOR NOTING</b>			
5.1	<b>Audit &amp; Risk Committee</b>	The Chair noted the meeting minutes distributed with the meeting papers and were taken as read. The Chair invited the Committee Chair to provide any comment on the recent meeting. <i>The Board noted the minutes of the meeting held on 29 July 2021</i>	
5.2	<b>Finance &amp; Performance Committee</b>	The Chair noted the meeting minutes distributed with the meeting papers and were taken as read. The Chair invited the Committee Chair to provide any comment on the recent meeting. <i>The Board noted the minutes of the meeting held on 23 August 2021</i>	
5.3	<b>Consumer &amp; Community Engagement Committee</b>	The Chair noted the meeting minutes distributed with the meeting papers and were taken as read. The Chair invited the Committee Chair to provide any comment on the recent meeting. <i>The Board noted the minutes of the meeting held on 11 August 2021</i>	
5.4	<b>Clinical Governance Committee</b>	The Chair noted the meeting minutes distributed with the meeting papers and were taken as read. The Chair invited the Committee Chair to provide any comment on the recent meeting. <i>The Board noted the minutes of the meeting held on 6 August 2021</i>	
5.5	<b>COVID-19 Committee</b>	The Chair noted the COVID-19 Committee have not held a scheduled meeting since the last Board meeting in August 2021.	
5.6	<b>People and Organisation Committee</b>	The Chair noted the meeting minutes distributed with the meeting papers and were taken as read. The Chair invited the Committee Chair to provide any comment on the recent meeting. <i>The Board noted the minutes of the meeting held on 25 August 2021</i>	
5.7	<b>nWCH Board Committee</b>	The Chair noted the meeting minutes distributed with the meeting papers and were taken as read. The Chair invited the Committee Chair to provide any comment on the recent meeting. <i>The Board noted the minutes of the meeting held on 18 June 2021</i>	
6.1	<b>Other Business</b>	Nil	
7.1	<b>Meeting Evaluation</b>	Online via Diligent	
7.2	<b>Next Meeting:</b>	Thursday 7 October 2021	
8.	<b>In Camera Session</b>	An in-camera session was held at the end of the meeting. No resolutions were recorded.	

**MEETING CLOSE: 1.57PM**

**SIGNED:**

**JIM BIRCH, WCHN GOVERNING BOARD CHAIR**