



Health

Justice Health &
Forensic Mental Health Network

Justice Health and Forensic Mental Health Network Board
Minutes
5 December 2013 – 1.35pm to 3.09pm

Board Room
Justice Health Administration Centre
1300 Anzac Parade
MALABAR NSW 2036

1. Present

Mr C Puplick - Chair
Ms M Eason
Mr K Barker
Prof. J Ogloff (Teleconference)
Prof. T Campbell
Ms S Malamoo
Mr S Loveday
Mr I Gillespie
Ms A Churchill
Mr P Dwyer
Dr S Allnutt

Invited Attendees

Ms J Babineau
Mr L Grant for Mr P Severin
Ms V Ruisis

In Attendance

Dr S Badami
Dr J Adams
Mr R Anand
Ms L Willing
Mr G Forrest (for presentation only)
Ms J Wood (for presentation only)
Ms R Loughheed (for presentation only)

2. Apologies

A/Prof. J Allen

3. Presentation - Pregnancy, Birth and Beyond in Custody

A presentation was provided by Ms Jacqui Wood (Midwife) on the management of pregnant women in custody.

4. **Confirmation of Minutes**

The minutes of 10 October 2013 were confirmed as a true and accurate record of the meeting.

5. **Board Chair Report**

The Board Chair Report was taken as read and the Chair provided an update on the following:

- **Government Sector Employment Legislation Amendment Bill 2013**
The Chair noted that the Bill is not expected to be passed by Parliament. A discussion will take place at the Council of Chairs meeting 6 December 2013 and the Chairs will recommend schedule 2 to the Minister.
- **CE Performance Agreement**
The CE's Performance Agreement has been concluded. Copies of the agreement were provided to members.
- **Visit to Junee Correctional Centre**
The Chair informed members of an upcoming visit to Junee Correctional Centre on 10 December 2013 as part of his annual visits to adult and juvenile correctional centres.
- **Australian Crime and Violence Prevention Awards (ACVPA)**
The Chair noted that the Connections Program was one of nine projects which received a National Certificate of Merit at the recent ACVPA.

Action: Chair to forward a congratulatory letter to staff involved
- **Institute of Criminology report on Bail and Remand for young people in Australia**
The Chair will provide links to the above report at the next Board meeting.
- **Mental Health Review Tribunal Annual Report**
The Chair recommended members read the above report online, including the section in the Forensic division dealing with patient flow and the impact of the TD case.
- **Paper on health promoting prisons**
The Chair also recommended members read this most interesting discussion paper on how prisons can turn into health promoting organisations. The Chair would like to explore initiatives and discuss these with Mr Severin and Ms Ruisis.
- **Seventh Asia-Pacific International Conference on HIV/AIDS**
The Chair distributed a number of policy briefs with particular reference to HIV/AIDS from the conference he attended 17 to 22 November 2013.

5.1 **Report on Board/Chair Interviews**

One initiative from the Board/Chair interviews, included an informal closed session meeting for Board members only prior to each JH&FMHN Board

meeting. The Chair noted this initiative and another initiative - Board papers being aligned with the objectives of the Strategic Plan will commence 13 February 2014.

5.2 "The way forward in Justice Health research"

Prof. T Campbell provided members with a copy of the notes taken from the Research Sub-Committee meeting held on 22 November 2013. An update on progress was provided as well as proposed recommendations of the notes.

1. Establish Research Advisory Committee including; Terry Campbell, James Ogloff, Ian Gillespie, Angela Hehir, Network staff member(s) and CE. Also invite Richard Matthews.
2. This committee or a subgroup to meet with JH Staff to discuss the way forward, particularly concerning direct staff involvement in research (CI status etc).
3. Research Advisory Committee to review all proposals for research from now on for feasibility and alignment with wishes of the Network and to ensure that the Network controls rather than simply hosts the Research Agenda.
4. Continue with appointment of Research Governance Officer and Admin Officer to create an effective Research Support Office.
5. Consider appointment of a 'Director of Research' once systems and strategy is in place.
6. Research Advisory Committee and others to work with Consultants to produce a Research strategy underpinned by the structure proposed which reflects the vision of the Network and its Board for Research.

The recommendations were endorsed in principle by the Chair and Board members who also advocated for the development of leadership in research, governance and network staff becoming actively involved as principal investigators.

Action: Working group to progress actions and recommendations as tabled and outlined in the meeting papers, including establishment of a Research Advisory Committee.

CE and Prof Campbell

6. Chief Executive Report

The Chief Executive Report was taken as read and the Chief Executive provided an update on the following:

- **JH&FMHN Accreditation**

The CE noted the importance of recognising the recent success of accreditation with the 10 National Safety and Quality Health Services Standards (NSQHS) and simultaneously completing the Mental Health In-Depth Review using the National Standards Mental Health Services.

JH&FMHN received a favourable report by the 10 surveyors, with only 3 NSQHS recommendations not met across the standards.

The CE acknowledged the incredible efforts of the network team involved in accreditation.

- **Key Topics/Presentations for future Board meetings**

The CE sought guidance from the members to prioritise the Key Topics/Presentations list in the CE Report and also advised of a 10th topic – “IT strategy”, being added to the list.

Mr Loveday noted that Professor Greg Dore, Head of the Viral Hepatitis Clinical Research Program at The University of New South Wales and an Infectious Diseases Physician at St Vincent’s Hospital, Sydney had asked if the JH&FMHN Board would like a presentation on a new hepatitis C “treatment-as-prevention” research project entitled SToP-C, to take place in maximum and medium security prisons in NSW. This is a world-first, innovative approach to reducing the prevalence of HCV in order to reduce HCV transmission rates.

Action: Presentations to be added to the list

The Chair suggested nominated Board meetings being extended thirty minutes to 4.00pm to allow for a case conference as well as a presentation.

The Chair advised that the Aboriginal Health strategy presentation will be the first presentation scheduled for 2014 and he and the CE will develop a timetable of presentations for the remainder of 2014.

Action: Chair and CE to develop a timetable of topics/presentations

- **“Respecting the Difference” training**

The CE noted “Respecting the Difference” cultural awareness training is a mandatory requirement for all area health service staff. Up to 400 JH&FMHN staff have been trained so far.

Three separate formats for conducting the training as well as a summary of the training to be provided will be emailed to Board members prior to 31 December 2013 to select their preferred format.

Action: CE to email members

7. Business Arising

7.1 Actions arising from 9 October 2013 Board meeting

- **NSW Mental Health Commission (MHC)**

The Board noted the actions on the Actions Arising list from the previous meeting.

Dr Badami advised that he has been unable to establish a direct contact at MHC.

Action: To remain on the action list

7.1.1 JH&FMHN Board Charter

The Chair provided his gratitude to the Board members who laboured over the production of the document and noted a compendium to the document will be available for more detailed information.

Board members approved the Board Charter being formally presented at today's JH&FMHN Annual Public Meeting.

Action: Chair

7.1.2 JH&FMHN Charter of Patient's Rights

The Chair noted his appreciation to the Board members who composed this document.

Board members approved the JH&FMHN Charter of Patient's Rights.

8. Standing Items

8.1 Pecuniary Interest and Gift Declaration

There were no conflicts of interests declared at this meeting.

8.2 Corrective Services NSW update (CS NSW)

Mr Grant provided a verbal update at this meeting.

8.3 Juvenile Justice update

Ms Ruis provided a verbal update at this meeting.

9. Regular Reports

The following reports were noted for information.

9.1 Directors Remuneration – July to September 2013

9.2 Aboriginal Health – April to October 2013

The Chair noted the good quality data provided in this report from the Manager Aboriginal Health, Greg Davidson and asked for the CE to convey the Board's gratitude for the excellent report.

Action: CE to provide feedback

9.3 Centre for Health Research in Criminal Justice update - May to November 2013

9.4 Quarterly Performance and Monitoring report - 1 July to 30 September 2013

10. Finance Report

10.1 Finance and Performance Report – Month ending October 2013

Mr Barker spoke to the finance report and noted the Network was tracking well. Mr Barker read comments from a letter received from the Minister confirming JH&FMHN will remain at the highest performance level of zero.

10.2 Approval of Monthly Payments List – October 2013

The monthly payment lists for October 2013 was approved and signed off at the November 2013 Finance and Performance Committee meeting.

11. New Business

11.1 Removal of “Confidential” tag from JH&FMHN Board minutes

Approval was given by the Board to remove “Confidential” from Board minutes already on the internet and intranet from previous Board meetings and also for future Board meetings before being placed on the JH&FMHN intranet/internet page.

12. Business without Notice

12.1 Annual Public Meeting

The CE spoke to the agenda of the APM, occurring after today’s Board meeting.

12.2 Inspector of Custodial Services

The CE distributed a paper on the primary functions of the newly advertised position of Inspector of Custodial Services.

13. Minutes of Meetings

13.1 Finance and Performance Committee –16 October 2013

13.2 Health and Safety Committee – 10 October 2013

13.3 MADAAC – 3 October 2013

13.4 Nurse Professional Council – 20 September 2013

Mr Gillespie noted the absence of previous Audit and Risk Management Committee minutes.

Action: Include the latest Audit and Risk Management minutes in the February 2014 papers

14. Information

- 14.1 Adult Weekly States – Population Update – week ending 10 November 2013
- 14.2 Juvenile Weekly States – Population Update – week ending 15 November 2013
- 14.3 Article – 2013 Justice Award’s winners
The Board members formally congratulated Ms Churchill on her Award

15. 2014 Meeting Dates

- 13 February 2014
- 10 April 2014
- 12 June 2014
- 14 August 2014 (offsite)
- 9 October 2014 (with Board Education session)
- 4 December 2014 (with Annual Public Meeting)

Action: Board members to provide the Chair or CE with suggestions of their preferred location for the August 2014 meeting

