



**Health**

Justice Health &  
Forensic Mental Health Network

**Justice Health and Forensic Mental Health Network Board  
Minutes**

**13 February 2014**

(In Camera meeting 1.30pm to 1.50pm)

**1.50pm to 3.40pm**

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

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**1. Present**

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

**Invited Attendees**

Ms J Babineau  
Mr P Severin  
A/Prof. J Allan

**In Attendance**

Dr J Adams  
Mr R Anand  
Ms J Buncombe  
Ms L Willing  
Mr G Forrest (for presentations only)  
Mr K Heap (for presentation only)  
Mr G Davison (for presentation only)

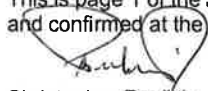
**2. Apologies**

Mr S Loveday  
Ms V Ruis  
Dr S Badami

**3. Case Study / Presentation**

**3.1 Case Study – Oral Health**

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Christopher Puplick  
Chair

Date: 10.4.14

A case study was provided by Mr Keith Heap, Clinical Director Oral Health on the management of an adolescent male with poor dentition.

### **3.2 Presentation – Aboriginal Health**

A presentation was provided by Mr Greg Davison, Manager Aboriginal Health.

The Chair noted that the Board looks to Mr Davidson for leadership in the field of Aboriginal health for JH&FMHN and asked that he challenge the Board and Chief Executive in relation to innovation in the field to further evolve the portfolio. The Chair also looks forward to the opportunity to engage in the discussion regarding an Aboriginal Health strategic plan.

**Action:** Copy of presentation to be provided to Board members

### **4. Confirmation of Minutes**

The minutes of 5 December 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:

- **South Eastern Local Health District CEO**

Mr Gerry Maher has been appointed to the position of interim CEO of South Eastern Sydney Local Health District.

### **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 that on 14 February 2014 JH&FMHN participated in a desk-top review of its progress in implementing the three advanced completion recommendations received from Australian Council on Healthcare Standards survey of JH&FMHN against the National Safety and Quality Health Service Standards 2013.

Following the desk top review, the coordinating surveyor, commended staff on the work that had been undertaken in implementing the recommendations. He will now provide recommendation to the ACHS Board in regard to the team's assessment findings. It is anticipated that a draft report will be available for JH&FMHN comment later this month.

- **Sobering Up Centre Quarterly report October – December 2013**

The CE tabled the above named report for information.

- **The NSW Doctor publication**  
The CE tabled an article from the above named Australian Medical Association (NSW) publication. This article, titled 'Working in Justice Health and Forensic Mental Health Network', featured two JH&FMHN doctors including Medical Staff Council representative Dr Jonathon Adams.
- **NSW Parliamentary Friends of Dementia**  
A copy of an invitation from Alzheimer's Australia NSW to attend the launch of the new discussion paper 'Dementia in Prisons' was tabled. Julie Babineau will speak at this event which will be held at NSW Parliament House on 19 March 2014. Board members interested in attending are to RSVP to Alzheimer's Australia
- **Key Topics/Presentations for future Board meetings**  
The CE tabled the schedule of proposed topics for the 2014 Board presentations.

## 7. Business Arising

### 7.1 Actions arising from 5 December 2013 Board meeting

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

#### 7.1.1 Accreditation against the National Quality and Safety Standards and the National Health Standards.

The CE noted that a draft report for JH&FMHN is expected later this month.

**Action:** Remove from Actions Arising

#### 7.1.2 Venue for August 2014 JH&FMHN Board meeting

The CE noted that the August 2014 meeting is to be held at Cobham Juvenile Justice Centre.

**Action:** Remove from Actions Arising

#### 7.1.3 Australian Crime and Violence Prevention Awards

A congratulatory letter has been forwarded to staff from the Chair.

**Action:** Remove from Actions Arising

#### 7.1.4 "The Way Forward in Justice Health Research"

The CE noted that a significant amount of work has already been undertaken and that this work is ongoing.

**Action:** Remove from Actions Arising

#### 7.1.5 "Respecting the Difference" training

Arrangements have been made for half day Board member training to be held on either the mornings of 10<sup>th</sup> April or 12<sup>th</sup> June 2014, prior to the Board meetings. To assist in determining the most suitable date, Board members are to provide their preference to Leanne Willing via email.

[leanne.willing@justicehealth.nsw.gov.au](mailto:leanne.willing@justicehealth.nsw.gov.au)

**Action:** Remove from Actions Arising

#### **7.1.6 Board Subcommittee minutes**

The Audit and Risk Management meeting minutes from 26 September 2013 are tabled under item 13.4 of the papers.

**Action:** Remove from Actions Arising

#### **7.1.7 Key Topics/ Presentations for future Board meetings**

The schedule was tabled as part of the CE's report.

**Action:** Remove from Actions Arising

### **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 Severin provided a verbal update at this meeting.

#### **8.3 Juvenile Justice update**

The CE provided a verbal update at this meeting.

### **9. Regular Reports**

The following reports were noted for information.

#### **9.1 Directors Remuneration - October to December 2013**

#### **9.2 Half yearly Work, Health and Safety report - July to December 2013**

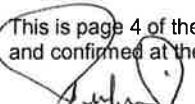
#### **9.3 Quarterly Performance and Monitoring report - 1 October to 30 September 2013**

The CE tabled an updated report.

### **10. Finance Report**

#### **10.1 Finance and Performance Report – Month ending December 2013**

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Chair

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Mr Barker spoke to the finance report and noted the Network was tracking slightly better than December 2012. A presentation on budget figures for 2014/2015 will be provided at the April 2014 Board meeting.

**Action:** Presentation on 2014/15 budget figures to be made at April Board meeting

#### **10.2 Approval of Monthly Payments List – November 2013**

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

### **11. New Business**

#### **11.1 Model By-Laws**

The Chair noted that he has provided feedback to the CE on the required amendments to the Model By-Laws and noted that the existing By-Laws reflect essentially a pre-devolutionary model of corporate governance in NSW Health.

JH&FMHN will provide a consolidated response to the Ministry. Board member comments are to be provided to Leanne Willing via email [leanne.willing@justicehealth.nsw.gov.au](mailto:leanne.willing@justicehealth.nsw.gov.au), by 6 March 2014

**Action:** A copy of the JH&FMHN By-laws submission to be provided to Board

### **12. Business without Notice**

#### **12.1 “The Way Forward in Justice Health Research”**

Prof. Campbell noted that the working party has met a couple of times since the December 2013 Board meeting. The draft Terms of Reference for the Research Advisory Committee are being developed and will be tabled at the April 2014 Board meeting.

**Action:** Research Advisory Committee Terms of Reference to be tabled

#### **12.2 MoH Senior Executive Forum**

A copy of the Minister’s speech to the Senior Executive Forum on 31 January 2014 was tabled by the Chair. This outlines the Minister’s priorities for the next 12 months, the first being Health and Medical Research.

#### **12.3 Participation by Justice Health in NSW Health Enterprise Patient Registry**

A copy of the Crown Solicitor’s advice regarding JH&FMHN participation in the NSW Health Enterprise Patient Registry was tabled.

Following discussion regarding the risks and benefits, the Board endorsed JH&FMHN participation in the registry.

**13. Minutes of Meetings**

- 13.1 Finance and Performance Committee – 19 November 2013
- 13.2 Health and Safety Committee – 12 December 2013
- 13.3 MADAAC – 12 December 2013
- 13.4 Audit and Risk Management Committee (Draft) – 26 September 2013
- 13.5 Quality Council (Draft) – 27 November 2013
- 13.6 Community Reference Group (Draft) – 27 November 2013

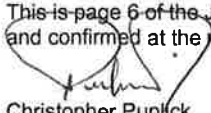
**14. Information**

- 14.1 Adult Weekly States – Population Update – week ending 19 January 2014
- 14.2 Juvenile Weekly States – Population Update – week ending 17 January 2014
- 14.3 Article – NSW Prisoners show increase  
Article – Prisoners face up to their problems  
Article – Justice gets a modern face

**15. 2014 Meeting Dates**

- 10 April 2014
- 12 June 2014
- 14 August 2014 (Cobham Juvenile Justice Centre)
- 9 October 2014 (with Board Education session)
- 4 December 2014 (with Annual Public Meeting)

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Christopher Pupfick  
Chair

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