

Board Minutes
6 December 2018
12.58pm to 3.22pm

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

1. Acknowledgement of Country

The Chair made formal acknowledgement of country and to this meeting being held on Aboriginal land and paid respect to elders past and present.

2. Present

Mr C Puplick - Chair
Dr P Abbott
Ms M Eason
Mr I Gillespie
Mr S Loveday
Mr P Dwyer
Dr M Sotiri
Ms A Churchill
Mr P Selth
Dr R Shields (Arrived 1.35pm)

Invited Attendees

Mr G Forrest - Chief Executive
Mr L Grant – Representing Corrective Services NSW
Mr T O'Connor - Representing Juvenile Justice (Teleconference)

In Attendance

Ms B Gillard
Ms L Willing
Mr R Anand
A/Prof S Bernardi (Arrived 2.05pm)
Dr S Hampton
Ms J Buncombe
Dr J Kasinathan
Dr G Nicholls
Mr E Valenta

3. Apologies

Mr K Barker

The Chair welcomed Mr Edward Valenta, who will complete the Australasian College of Health Service Management Intern Program at JH&FMHN in December 2018.

4. Presentation/Clinical Case Study

Dr John Kasinathan, A/Clinical Director Adolescent Mental Health for JH&FMHN provided a presentation on challenges in adolescent court diversion.

The issue of prescribing difficulties was noted and there was discussion on how to proceed.

The Chair requested that all board meetings in 2019 commence with a patient story.

Action: The Chair will discuss this item with the Chief Executive to determine the best way forward in regard to the prescribing issue.

5. Confirmation of Minutes

The minutes of 11 October 2018 were confirmed as a true and accurate record of the meeting.

6. Declaration of Interests

There were no new Declarations of Interest declared at this meeting.

7. Business Arising

The Chair noted the following items on the action list.

- **Board member vacancy**

The Chair advised a reply has not been received from Minister Hazzard in response to our letter requesting a new Board member. The Chief Executive will follow up on this matter.

8. Strategic Items

8.1 Items for decision

8.1.1 Board Strategic Directions 3C's

- **Commissioning Activity**

There have been no abatements detected for October 2018. JH&FMHN is in the process of facilitating discussion with St Vincent's Healthcare including possible options for staff if they wish to transition to the private operator.

- **Indigenous Justice and Health Committee**

Mr Dwyer spoke to the amendments of the now final Terms of Reference.

The committee has identified key themes from focus areas which will deliver recommendations to facilitate the review and inform the framework of the reporting for the committee.

- **Aged Care and Community Re-Integration Committee**

Mr Gillespie provided an update on all items noted in his report, including the identification of the committees focus in the Terms of Reference.

The September 2018 JH&FMHN Aged Care Services report was included in the papers.

8.1.2 Forensic Hospital Patient Fees

A brief was provided for information.

8.2 Items for Discussion

8.2.1 SafeWork NSW Activity

The Chief Executive provided an update on the brief provided in the papers.

9. Standing Business Items

9.1 Board Chair Report

- **Improvements to the structure of Oberon clinic**
Following negotiations with CSNSW, proposed changes to the physical structure of the clinic at Oberon clinic have been progressed.
- **Service Agreement**
The Chair and Chief Executive met with the Ministry last week and signed the Service Agreement after a specific section had been added to the agreement.
- **Churchill Fellowship**
The Chair congratulated Dr Penny Abbott on being awarded a 2018 Churchill Fellowship.
- **Advanced Care Directives**
Discussions are continuing with CS NSW on this matter.
- **Minor capital Works**
Further discussion is continuing between the Chair and Chief Executive on the management of the installation of CCTV in the Forensic Hospital.

9.1.1 JH&FMHN Annual Public Meeting

The Chair noted this item.

9.1.2 Golden Wattle

The Chair provided thanks to those Board members who attended the opening of the Golden Wattle earlier this morning.

9.2 Chief Executive Report

- **Population**
The adult population remains stable at 13,200 and approximately 260 young people are currently incarcerated.
- **Finance**
JH&FMHN is currently \$700,000 favourable as at the end of October 2018.
- **Network Conference**
The Network Conference will be held 23 and 24 May 2019.
- **Aboriginal Health Forum**
The Chief Executive provided thanks to Janelle Buncombe, Matthew Trindall and others involved in the successful forum.
- **Culture Improvement Process**
The "Towards Success" culture improvement process is progressing well.
- **Deaths in Custody**
Figures for deaths in custody are stable with a 50/50 ratio of expected and non-expected deaths.
- **Time Limited Orders**
There have been no identified risks with respect to the current orders.

9.3 Corrective Services NSW update
Mr Grant provided a verbal update at the meeting.

9.4 Juvenile Justice update
Mr O'Connor provided a verbal update at the meeting.

10. GENERAL BUSINESS

10.1 Board Sub-Committee Reports

10.1.1 Finance and Performance Subcommittee report October 2018

Mr Anand spoke to the report provided and noted JH&FMHN had started formal consultation with the Ministry regarding additional funding requirements for 2019/2020.

The three main growth areas are the 1500 new beds coming online, opening of the Freshwater Unit and funding for the monitoring function.

10.1.2 Quality Council Report

Mr Loveday provided a verbal update at the meeting.

10.1.3 Community Reference Group (CRG) Report

The Community Reference Group has been disbanded and a renewed committee is in the process of being formed.

10.1.4 Medical Staff Council (MSC) Report

Dr Nicholls noted he has been asked to stay on as Chair of the Committee in the interim as a replacement for Dr Eagle.

10.1.5 Research Advisory Committee (RAC)

Dr Abbott advised she had met with key persons to understand the role of the RAC and asked the Board to provide her with information on reports they would find useful in future papers.

10.1.6 Clinical Council

The Chief Executive advised the last Clinical Council meeting was a workshop focussed on the conference being held in 2019.

10.1.7 Medical and Dental Appointment Advisory Committee (MDAAC)

Dr Abbott noted a meeting was held recently and the processes are working well.

10.1.8 Audit and Risk Committee (A&RC)

Mr Gillespie advised there had not been a meeting since the last Board meeting.

10.2 Other Reports

10.2.1 Directors Remuneration – July to September 2018

The report was provided for information.

10.2.2 Performance and Monitoring report – Quarter 1

10.2.3 Strategic Plan Implementation report – Quarter 3

10.2.4 Board Performance Measures report – Quarter 3

10.2.5 Medico-Legal report

10.2.6 Policy Compliance report

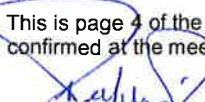
10.2.7 Annual Research Publications

11. Minutes of Committee Papers tabled

11.1 Finance and Performance Committee – 21 November 2018

11.2 MDAAC – 18 October 2018

This is page 4 of the Justice Health and Forensic Mental Health Network Board Minutes of meeting held on 6 December 2018 and confirmed at the meeting of 7 February 2019.


Christopher Pupilek
Chair

- 11.3 Clinical Council – 18 October 2018
- 11.4 Medical Staff Council – 23 August 2018
- 11.5 Research Advisory Committee – 9 November 2018
- 11.6 Audit and Risk Committee – 5 September 2018
- 11.7 JH&FMHN Aboriginal Justice and Health – 15 November 2018

12. Business without Notice

The Chair advised during the first quarter of 2019 he will be completing the process of individual Board discussion and evaluations. Mr Barker will undertake the evaluation of the Chair.

13. Information

- 13.1 Adult Population update - week ending 11 November 2018
- 13.2 Juvenile Population update - week ending 26 October 2018
- 13.3 Penny Abbott Churchill Fellowship.
- 13.4 MERIT Program
- 13.5 Letter from Nigel Lyons regarding 2018/2019 Service Agreement
- 13.6 Letter from Elizabeth Koff re pilot of shared responsibility to escort defendants under section 33

14. 2019 Meeting Dates

7 February 2019	Justice Health Administration Centre
11 April 2019	Justice Health Administration Centre
20 June 2019	Justice Health Olympic Park
15 August 2019	Board meeting, Board Education and Dinner – TBA
10 October 2019	Correctional Centre – TBA
5 December 2019	Justice Health Administration Centre followed by APM