



Board Minutes
11 October 2018
12.54pm to 3.57pm

Conference Room
Hunter Correctional Centre
Tuhega Drive
Cessnock NSW 2325

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
Mr K Barker
Dr P Abbott
Ms M Eason
Mr I Gillespie
Mr S Loveday
Mr P Dwyer
Dr M Sotiri
Ms A Churchill

Invited Attendees

Mr G Forrest - Chief Executive
Mr L Grant – Representing Corrective Services NSW

In Attendance

Ms B Gillard
Ms L Willing
Mr R Anand
A/Prof S Bernardi
Dr K Eagle
Dr J Kasinathan

3. Apologies

Mr P Selth
Dr R Shields
Ms M Hawyres - Representing Juvenile Justice
Dr S Hampton
Ms J Buncombe

4. Presentation/Clinical Case Study

Professor David Greenberg, Clinical Director and MsCarolynn Dixon, Operations Manager of Statewide Community and Court Liaison Service (SCCLS) provided a presentation on the Statewide Community and Court Liaison Service.

5. Confirmation of Minutes

The minutes of 9 August 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.

This is page 1 of the Justice Health and Forensic Mental Health Network Board Minutes of meeting held on 11 October 2018 and confirmed at the meeting of 6 December 2018.

7. Business Arising

The Chair noted the following items on the action list.

- **2018 -2022 Strategic Plan implementation**

Action: Completed

- **Clinical Council Terms of Reference**

The Board is awaiting a response from MoH regarding a request for the exemption of two Board members on MDAAC and an exemption to having a Clinical Council for each hospital rather a Network Clinical Council.

Action: Open

- **Delegations Authority**

Clarification on the delegations limit of the JH&FMHN Board in the "definition of delegations levels" table was provided by the Chair.

Action: Completed

- **BOCSAR and Griffith University Conference**

Conference details are to be forwarded to the Board members when available.

- **Board member vacancy**

The Chair has received a copy of the letter forwarded to Mr Hazzard with recommendations from the MSC. A meeting is scheduled for key stakeholders to discuss this matter and a report is to be provided to the Board at a future meeting.

8. Strategic Items

8.1 Items for decision

8.1.1 Board Strategic Directions 3C's

- **Contestability**

Members were directed to the brief on contestability and commissioning, page 15 which summarises matters in this setting.

The Chief Executive advised that the Network had mounted a case with Treasury for the money JH&FMHN currently spent on Parklea to be reinvested to provide services for bed expansion and the monitoring team. Treasury indicated that \$64 million be provided to CS NSW over 12 years.

- **Indigenous Justice and Health Committee**

Mr Dwyer advised the Board that a meeting has not yet occurred as the Terms of Reference are yet to be finalised.

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

Mr Gillespie tabled his report and noted one meeting had occurred since the committee was reformed. The committee plans to meet with aged care providers to discuss perceived issues and canvass a trial to gauge receptiveness for a pathway for JH&FMHN patients.

Action: A copy of the Integrated Care paper prepared by Mr Bernardi is to be distributed to Board members and also links are to be provided in a future paper on what part of the strategic plan it is linked to.

Mr Grant recommended the inclusion of CSNSW members to the committee. The Board authorised Mr Gillepsie to liaise with Mr Grant.

8.1.2 Clinician Compact

Dr Eagle spoke to the brief provided. The Board was advised that medical leadership was required to enhance medical leadership

Action: To be added to the annual Board report calendar and the report be provided six monthly.

Action: MSC to provide feedback on the clinician compact in future Board reports.

8.2 Items for Discussion

8.2.1 NSW Hepatitis B and C Strategies 2014-2020 – 2017 annual report

The report was taken as being read and the Chief Executive noted that JH&FMHN is well positioned with Hepatitis B and C treatment. He also expressed his thanks to Dr Bloggs and Ms McGrath for their stewardship of this project.

The Chair acknowledged the great achievement of the virtual elimination of Hepatitis C from three correctional centres.

8.2.2 Board meeting dates for 2019

The Chair noted the brief was provided for information.

8.2.3 Patient Fees update

Letters have been mailed out regarding outstanding Forensic Hospital patient fees. Responses so far have indicated an extension of time to pay and to negotiate payment arrangements.

8.2.4 Responses to Media

See items in Chair and Chief Executive reports.

9. Standing Business Items

9.1 Board Chair Report

- **Visits to rural correctional centres**

Negotiations are underway with CSNSW to improve the physical structure of the clinic for the safety of nurses at Oberon clinic.

The Chair noted he was impressed with the Kirkconnell centre, in particular the engagement of both JH&FMHN and CSNSW staff.

- **Meeting with the new NSW Mental Health Commissioner**

The Chair and Chief Executive met with Catherine Lourey recently as part of an ongoing program between both entities. A document titled Key Directions 2018-2023 has been released which outlines more of the second five years of the operation of the commission.

- **MERIT program at Moree Courts**

The Chair wrote to NSW Attorney General requesting the extension of the MERIT program at Moree courts. Further discussion is to take place in this arena.

- **Deaths in post release period**
There have been an increased number of deaths in the immediate post release period. This may be linked to a stronger type of opioid medications available in the community.
- **Annual NSW Health Awards**
Former long term JH&FMHN employee, Ms Una Champion was announced the winner of the Judith Meppem Lifetime Achievement Award.
- **Mandatory Disease testing**
Comments on the Department of Justice's recently released paper on mandatory disease testing will be provided to NSW Health by the Chair and Chief Executive.
- **Media article regarding transfer of patients into the public health system**
A formal complaint has been made to the Press Council regarding the breach of standards of fair and accurate reporting.
- **Advanced Care Directives**
A letter has been forwarded to Minister Hazzard seeking Ministerial decision on the varying positions between JH&FMHN and Corrective Services NSW on this matter.
- **SafeWork NSW**
The Director of SafeWork wrote directly to the Chair to meet with the Board to discuss Improvement Notices.

The Chair and Chief Executive will have a preliminary discussion with the representatives of SafeWork NSW and decide whether this is a matter for the Board.
- **2018/2019 Service Agreement**
The Service Agreement remains unsigned. Further correspondence on this matter is to be forwarded to Secretary, NSW Health.
- **Guardianship matters**
Mr Dwyer and Mr Selth will be reviewing the changes in the Guardian Act .

9.2 Chief Executive Report

- **Population**
The Chief Executive noted a decrease in numbers of adults currently incarcerated.
- **John Morony Correctional Centre**
JH&FMHN continues to perform well as per the tabled report.
- **Research**
Dr Megan Williams, Senior Lecturer at the Graduate School of Health has been appointed to the position of Chair, Human Research and Ethics Committee.

The Chief Executive provided special thanks to Professor Jo-anne Brien for her many years of valued contribution as Chair on the committee.
- **Forensic Hospital serious incidents**
An update was provided to item 3.1 in the Chief Executive report. LHD Chief Executives are working with NSW Health and Safe Work to safely manage the patients and staff injuries.
- **Media coverage regarding staff conduct**

Recent media coverage regarding inappropriate relationships between correctional staff and inmates was noted. The Chief Executive stated JH&FMHN has no tolerance for staff members who participate in improper relationships with patients or detainees.

- **Suspected Tuberculosis case**

There has been one patient identified with active TB disease. Testing of over 100 JH&FMHN and Corrective Services staff and patients has since been carried out. Two persons were identified as having a latent Tuberculosis infection and placed on a treatment plan.

- **Freshwater Unit**

Additional Capital funding will be needed to build five beds. Discussions are continuing with the Ministry for approval of additional funds.

9.3 **Corrective Services NSW update**

Mr Grant provided a verbal update at this meeting.

9.4 **Juvenile Justice update**

An update was not provided at this meeting.

10. **GENERAL BUSINESS**

10.1 **Board Sub-Committee Reports**

10.1.1 **Finance and Performance Subcommittee report June 2018**

Mr Barker spoke to the report provided and noted there were no matters of exception to report to the Board.

10.1.2 **Quality Council Report**

The Quality Council report was taken as being read. Mr Loveday attended a MoH Statewide teleconference of the Chairs of LHD/ SHN Safety and Quality Councils/Committees on 28 August 2018 to identify priorities for the committees. Ms Gillard and Mr Loveday will attend future meetings.

10.1.3 **Community Reference Group (CRG) Report**

There was no report provided at this meeting.

10.1.4 **Medical Staff Council (MSC) Report**

The Chair noted Dr Kerri Eagle's resignation as Chair of the Medical Staff Council and thanked for her contribution to the Board and in particular the way in which she engaged with a number of important policy issues and other matters.

Dr Eagle highlighted the Forensic Hospital clinicians have again raised the issue of low registrar staffing numbers.

10.1.5 **Research Advisory Committee (RAC)**

The Chair noted there were seven research proposals reviewed by the RAC since the last Board meeting.

10.1.6 **Clinical Council**

The Chief Executive advised a workshop had been held at the last meeting on safety and quality and a body of work is being undertaken to align organisational policy and translation of practice.

10.1.7 **Medical and Dental Appointment Advisory Committee (MDAAC)**

Dr Abbott advised that the MDAAC meeting will be held in later this month and a report will provided at the December Board meeting.

10.1.8 Audit and Risk Committee (A&RC)

Mr Gillespie spoke to the report and noted an activity report tabled at the 5 September 2018 A&RC meeting was compliant with Health Policy Directive PD 2016/051.

Mr Gillespie also spoke to items 10.2.6, 10.2.7 and 10.2.8.

10.2 Other Reports

10.2.1 Enterprise Wide Risk – Top 10 report

The report was provided for information.

10.2.2 2018-2022 Strategic Plan Bi-Annual Progress report

The Chief Executive spoke to the report and noted the difficulty in recruiting to the Aboriginal Mental Health Trainee positions.

10.2.3 Clinical Incident report – 1 July 2017 to 30 June 2018

The Chair requested "Principle" be spelt "Principal" in future reports.

10.2.4 Clinical Performance report

A strategy is underway for the coming reporting year as work continues on patients discharged from acute mental health areas in seven days.

10.2.5 Annual Complaint report

Ms Gillard provided an update and answered general comments on the report.

Mr Barker requested further detail on access and professional conduct matters.

Action: Director Clinical and Corporate Governance.

10.2.6 Audit and Risk Committee Activity report to the Board

The report was taken as read.

10.2.7 Audit and Risk Committee Charter

This item was covered in the Chair's Report at item 8.1.1.

10.2.8 Internal Audit Charter

This item was covered in the Audit and Risk Committee report at item 10.1.8.

10.2.9 Annual Financial Statements

The report was taken as read.

10.2.10 Drug and Alcohol Service report – January to June 2018

The report was taken as read.

10.2.11 Aboriginal Health report

The report was taken as read.

11. Minutes of Committee Papers tabled

11.1 Finance and Performance Committee – 21 August 2018

11.2 MDAAC – 2 August 2018

11.3 Clinical Council – 30 August 2018

11.4 Audit and Risk Management – 13 July 2018

11.5 Quality Council – 28 August 2018

12. Business without Notice

12.1 Inmate Development Committee (IDC) meeting held at Hunter Correctional Centre.

Ms Churchill provided an update from matters discussed at the IDC meeting and will provide a written report for the Chief Executive and General Manager at Hunter Correctional Centre.

13. Information

13.1 Adult Population update - week ending 23 September 2018

13.2 Juvenile Population update - week ending 21 September 2018

13.3 Future directions of the JRT Program

13.4 Close the Gap report

Action: A report is to be provided to the Board at the December 2018 meeting on the recommendations from page 217.

13.5 NSW Law Reform Commission Review of the Guardianship Act 1987

The Chair noted the brief provided.

13.6 JH&FMHN expenditure on Hepatitis C Treatment

The Chair noted the report.

13.7 JH&FMHN Service Agreement

The Chair noted the report.

14. 2018 Meeting Dates

8 February 2018	Justice Health Administration Centre
12 April 2018	Justice Health Administration Centre
21 June 2018	Justice Health Olympic Park
9 August 2018	Board meeting, Board Education and Dinner – Justice Health Sydney Olympic Park
11 October 2018	Adult Correctional Centre – Cessnock
6 December 2018	Justice Health Administration Centre followed by APM

