



## **Board Minutes**

**11 February 2021**  
**12.05pm to 2.55pm**

### **JHAC Conference Rooms and Skype Meeting**

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**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, present and emerging.

**2. Present**

Mr C Puplick – Chair \*  
Mr K Barker \*  
Dr P Abbott \*\*  
Mr I Gillespie \*  
Mr S Loveday \*\*  
Mr P Dwyer \*  
Dr R Shields \*  
A/Prof J Phillips \*  
A/Prof C Quadrio \*  
Dr K McFarlane \*

**Invited Attendees**

Mr Gary Forrest –Chief Executive \*  
Mr P Severin – Representing Corrective Services NSW \*\*  
from 12.30pm

**In Attendance**

Mr I Crawford \*  
Ms L Willing \*  
Mr R Anand \*  
Ms N Brown \*  
Ms W Hoey \*  
Dr Stephen Hampton \*  
Dr G Nicholls \*\* from 1.45pm  
S SJ Spencer \*  
Dr M Hills \*

**3. Apologies**

Mr P O'Reilly – Representing Youth Justice NSW  
Ms M Eason  
Ms A Churchill

\* Attended the Justice Health and Forensic Mental Health Network Administration Centre for the meeting.

\*\* Attended the meeting externally via Skype.

## 4. Presentation

### 4.1 Medical practice governance

Dr Michael Hills, Director Medical Programs provided a presentation on his reflections from working in a hospital after failures of clinical governance.

## 5. Confirmation of Minutes

The minutes of 10 December 2020 were confirmed as a true and accurate record of the meeting.

## 6. Declaration of Interests

There were no new changes to the declaration of interests declared at this meeting.

## 7. Business Arising

### 7.1 Actions arising from 10 December 2020 Board meeting

The action list was taken as read. The Chair advised that there has been no response to his letter to the Health Secretary regarding the implementation of a state-wide strategic forensic mental health plan.

#### 7.1.1 Finance for Freshwater Unit

Mr Anand provided an update on the brief in the papers regarding the outcome of the tender process for Freshwater Unit.

A lengthy discussion took place and an update on progress will be provided at a future Board meeting.

## 8. Strategic Items

### 8.1 Board Strategic Directions

#### 8.1.1 Aboriginal Justice and Health Committee report

Mr Dwyer welcomed Ms Nicole Brown to the committee and asked Ms Hoey to provide a verbal update regarding the NSW Parliamentary Inquiry into First Nations Deaths in Custody enquiry. The Network is awaiting any recommendations from the inquiry.

The TOR's of the committee will be discussed at its next meeting and then provided to the April 2021 Board meeting.

The Chief Executive advised that he and the Chair are working together on a method to present the promotion of diversion to all Magistrates.

#### 8.1.2 Aged Care and Community Re-integration Committee Report and Terms of Reference

##### 8.1.2.1 DRAFT Program - Community Reintegration and Aged Care Committee 2021 Workshop

Mr Gillespie advised a Community Reintegration and Aged Care Planning workshop will be held on 5 March 2021. The purpose of the workshop is to identify key health components to optimise community re-integration, review opportunities for improvement,

reflect on current strengths and identify barriers for success and improvement of policies.

Key stakeholders and community representatives will be invited to the workshop as well as all Board members.

## 9. Standing Business Items

### 9.1 Board Chair Report

The Chair took his report as being read and spoke to the following items.

- The Chair recently held sessions with each Board member to discuss strategic measures of the Board and expectations of new Chair.
- Prof Don Weatherburn and his team recently produced a report on the Vanishing Criminal.
- The Audit Office has now finalised its draft TOR's and narrowed the scope significantly to assess if clinical health services are managed effectively in adult custodial centres.
- The Network is working towards a 4% target of an Aboriginal and Torres Strait Islander workforce. The current figure is 3.68%.
- The Chair and Chief Executive have been collaborating on a proposal on Court diversion for adult and young people and are seeking an opportunity for this to be presented to Magistrates and possibly persons in the children's and drug court area.
- There has been no response from the Ministry regarding implementation of a state-wide strategic forensic mental health plan.
- The Chair has spoken to various people regarding the EOI appointment for Chair of the Network Board when Mr Puplick steps down in June 2021.
- The Chair will meet with Minister Hazzard to go through the nominations for positions on LHD Boards to bring a replacement forward for Mindy Sotiri.
- Many of the Network's staff will fall into category 1A to receive the COVID Vaccination and our patients will fall into category 1B the same as residents in aged care facilities.
- The Chair commended the Network produced Year in Review on Adolescent Mental Health.
- The Chair also commended the 2015/2019 Network Research report and asked Dr Abbott to engage with the Research Strategy team for a comprehensive two page executive report introduction for the next Research report.

**Action:** Dr Abbott to work with Research Strategy Team to develop introduction for next research report.

- The Chair suggested engagement with Ms Peta Seaton being worthwhile regarding future funding for the research project "ear and hearing health assessment and case management for Aboriginal young people in detention".

**Action:** Dr Abbott to liaise with Ms Seton regarding opportunities for future ear and hearing health research.

- The Chair read extracts from a Bill from 11 November 2020 where the Minister for Police and Emergency Services introducing legislation into NSW Parliament for the Mandatory Diseases Testing Bill. Serious concerns regarding this Bill were expressed by the Board. The Network has already progressed comments to MOH in this regard.

## 9.2 Chief Executive Report

Mr Forrest took the CE report as being read and highlighted the following items.

- The adult custodial population has increased up to 13,100 patients, young people are sitting around 201 and the Forensic patient numbers are stable.
- The Network is expected to come in on budget at end of the financial year.
- A grant was received for accelerated virtual technology in partnership with Prince of Wales hospital.
- The Disability Royal Commission has been the most protracted one for the amount of information supplied. The line of enquiry will be around a patient in the Forensic Hospital. A good outcome for the Network has been the movement of women out of seclusion. The report and recommendations to come to Board when available.
- The draft Terms of Reference (TOR) for the Audit Office were included in the Board papers. The Network is working with the Ministry and Audit Office to finalise the TOR's and a Governance team and process has been set up internally to manage the large volumes of information.

### 9.2.1 Managing clinical health services in custodial environments

The Network is now sitting well below the state average of the benchmark for seclusion set by NSW Health.

### 9.2.2 Pandemics in NSW prisons

The Chief Executive drew attention to the article co-written by Dr Hampton, 'Pandemics in New South Wales prisons: the more things to change'. Dr Hampton provided a brief overview of the article.

### 9.2.3 Report on the progress of the Community Transitions Trial

There is short term funding to trial this project, which uses strategies around assertive linkage in the community similar to the Drug and Alcohol program.

### 9.2.4 COVID-19 vaccination

Ms Hoey provided an overview of this item. Phase 1A commences 22 February 2021 and Phase 1B could possibly start end of March early April 2021 depending on the type of vaccination available.

The Chair suggested this item be added to the April 2021 Board meeting agenda for further discussion.

**ACTION:** Ms Hoey to provide an update on the COVID-19 vaccination program.

- Ms Hoey advised funding had been received for the Zero to Suicide program. The Network is currently working through identifying training programs with staff and correctional officers as well as a model of care to provide a more therapeutic approach.

A discussion is to take place at 24 February 2021 Health Care Quality Committee meeting regarding how to do a 'deep dive' using Death in Custody data. This report will be provided to a future Board meeting.

**Action** Mr Loveday to provide the Board with the outcomes of the review of deaths in custody over the past 12 months.

## 9.2 Corrective Services NSW update

Mr Severin provided an update on Corrective Service NSW matters related to the Network.

## 9.3 Youth Justice update

An update on Youth Justice matters related to the Network was not provided at this meeting due to the absence of Mr O'Reilly.

# 10 General Business

## 10.1 Board Sub-Committee Reports

### 10.1.1 Finance and Performance Committee (F&PC)

Mr Barker took the report as being read and highlighted the following:

- January 2021 financial numbers are slightly more favourable than December 2020.
- The Network is \$2m plus favourable after January 2021 and forecasting to come on budget for expenses for the full year.
- Monitoring of patients fees continues.
- 2021/2022 budget is expected to be a challenge.

### 10.1.2 Health Care Quality Committee (HCQC)

Mr Loveday provided a dot point summary of HCQC matters and highlighted the first meeting for 2021 was cancelled and will now take place on 24 February 2021. A report from this meeting will be provided to the Board at its April 2021 meeting

### 10.1.3 Research Advisory Committee (RAC)

Dr Abbott advised the RAC last met in November 2020 and the next meeting is scheduled for March 2021. There were slight adjustments to the TOR's.

The Chair revealed he was impressed with the number of community providers coming on board.

### 10.1.4 Audit and Risk Committee (ARC)

Mr Gillespie advised the ARC met recently on 4 February 2021 and discussed the Network's top risks.

An Aboriginal health care audit – looking at Aboriginal Chronic Health Care Management plan is scheduled for May 2021.

Another internal audit will take place in the future on governance projects for items greater than \$50,000.00.

The Auditor General's office representative Ms Bond will be looking at the impact of COVID across all agencies as well as looking at capital and focussing on the Freshwater Unit.

#### **10.1.5 Medical and Dental Appointments Advisory Committee (MDAAC)**

Mr Dwyer advised the report provided is from the MDAAC meeting held 9 February 2021 and he also informed members that there have been no suggested changes to the MDAAC TOR's.

#### **10.1.6 Medical Staff Council (MSC)**

Mr Nicholls advised there has been no MSC meeting since the December 2020 Board meeting. The council will meet next week.

#### **10.1.7 Clinical Council (CC)**

Ms Hoey took the CC report as being read and provided an overview of the purpose of the Network's Close the Loop Committee.

### **11. Network Performance Reports**

The reports were provided for information.

#### **11.1 Director's Remuneration – Quarter 2**

The report was provided for information.

#### **11.2 Performance and Monitoring report – Quarter 2**

The report was provided for information. The Chief Executive and Ms Hoey provided an overview of progress to the report provided.

#### **11.3 Strategic Plan Implementation Quarter 2**

The Chair advised the results indicated in the report were a significant achievement for the Network.

#### **11.4 Review of Board Charter**

There were no changes to the Charter since 2020. The Charter was endorsed by the Board.

#### **11.5 Review of Patient Charter**

There were no changes to the Charter since 2020. The Charter was endorsed by the Board.

#### **11.6 Review of Board sub-committee Terms of Reference**

##### **11.6.1 Finance and Performance Committee (F&PC)**

F&PC Terms of Reference were endorsed by the Board.

##### **11.6.2 Research Advisory Committee**

Dr Abbott advised there had been slight adjustment to the RAC TOR's. RAC Terms of Reference were endorsed by the Board.

##### **11.6.3 Health Care Quality Committee**

Terms of Reference were endorsed by the Board.

##### **11.6.4 Medical and Dental Appointments Advisory Committee (MDAAC)**

MDAAC Terms of Reference were endorsed by the Board.

##### **11.6.5 Clinical Council**

Clinical Council Terms of Reference were endorsed by the Board.

### **11.6.6 Audit and Risk Committee Charter**

The Audit and Risk Charter was approved by the Committee in September 2020 and signed by the Chair of the Committee and the Chief Executive.

The approved Charter was noted by the Board at the October 2020 Board meeting.

### **12. Minutes of Committee Papers emailed to members 4 February 2021**

- 12.1 Finance and Performance Committee – 24 November 2020
- 12.2 Clinical Council – 17 December 2020
- 12.3 Research Advisory Committee – 18 November 2020
- 12.4 Papers emailed to Board members between 10 December 2020 and 1 February 2021
  - Recommendations arising from the Royal Commission into aged care
  - Brief for CE re DRC Report on COVID
  - Adolescent Mental Health - A Year in Review FY 19/20
  - 2021 NSW Health Board Members Conference

### **13. Business without Notice**

There was no business without notice.

### **14. General Information**

- 14.1 Adult population update – week ending 24 January 2021
- 14.2 Youth Justice Population update – week ending 22 January 2021

### **15. 2021 Meeting Dates**

11 February 2021	Justice Health Administration Centre – Malabar
21 April 2021	Reiby Juvenile Centre
10 June 2021	Justice Health Administration Centre – Malabar
12 August 2021	JHOP – Sydney Olympic Park – Board Education Day
14 October 2021	TBA
9 December 2021	Justice Health Administration Centre – Malabar followed by APM

