

Minutes

NSW Health Pathology Board

File ref: 161/12



Date:	15 th December 2016	Time:	2.30-4.30pm	Venue:	Boardroom, Sage Building, Level 13, 67 Albert Ave, Chatswood
Attendees:	<p><u>Present:</u> Mr Murray Austin (Chair), Allan Cook, Dr Michael Brydon, <u>In Attendance:</u> Tracey McCosker, Mr Andrew Sargeant, Dr Gus Koerbin, <u>Teleconference:</u> Mr Jeremy McAnulty, Ms Kay Hyman and Professor Dominic Dwyer <u>Secretariat:</u> Ms Tanya Dunn</p>			Apologies:	Dr Steve Flecknoe-Brown, Mr Kevin Forward, Professor Graeme Stewart, Dr Kerry Chant, Ms Vanessa Janissen and Professor Roger Wilson
Item No.	Agenda Item	Discussion	Action/ Decision	Responsibility	Timeframe
1.	Welcome & Attendance	<ul style="list-style-type: none"> Mr Murray Austin opened the meeting at 2.34pm and welcomed those present, noting an apology received from Dr Steve Flecknoe-Brown, Board Chair; and Ms Tanya Dunn recorded the minutes. A quorum of Board members was present and the meeting proceeded with business. 			
2.	Declarations of Conflict of Interest	<ul style="list-style-type: none"> No Declarations of Conflict of Interest were noted. 			
3.	Confirmation of Previous Minutes	<ul style="list-style-type: none"> The Board members <u>APPROVED</u> the draft Board meeting minutes of the 3rd November 2016. <p><u>Moved:</u> Mr Allan Cook <u>Seconded:</u> Dr Michael Brydon</p>			
4.	Business Arising from Previous Meetings	<p>The Action Log was reviewed as part of the agenda.</p> <ul style="list-style-type: none"> Ms Tracey McCosker provided a verbal update to the Board regarding the Quadstate meeting recently held in 			

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		<p>Queensland.</p> <ul style="list-style-type: none">▪ The action log pertaining to the recent meeting regarding Developing a Centre of Excellence in Diagnostic Services was included in the meeting papers for information.			
Items for action / endorsement:					
5.	Chief Executive Report	<ul style="list-style-type: none">▪ Ms Tracey McCosker provided an update on NSW Health Pathology.▪ The Board <u>NOTED</u> the Chief Executive Report.▪ In particular, Ms Tracey McCosker noting:<ul style="list-style-type: none">○ Progress on the NSW Health Pathology organisational restructure.○ Progress on continuing work in regard to Commissioning and Contestability.			
6.	Finance and Performance	<ul style="list-style-type: none">▪ Mr Allan Cook provided an update on the Finance and Performance Committee.▪ The Board <u>NOTED</u> the Finance and Performance Committee report.▪ In particular, Mr Allan Cook noted:<ul style="list-style-type: none">○ Concerns raised across three networks; FASS, SEALS and SSWPS. Strategies are in place and will be monitored closely to rectify concerns.○ Negotiation underway with Police regarding structured pricing.○ A Statewide Billing Manager has recently been appointed to ensure			

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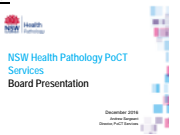
		statewide centralised billing in the near future.			
7.	Audit and Risk Management Committee	<ul style="list-style-type: none">▪ Ms Tracey McCosker provided an update on the Audit and Risk Management Committee.▪ In particular, noting:<ul style="list-style-type: none">○ Business continuity plan; cyber risk plan to be considered for a future Audit and Risk Management Committee meeting.○ Ms Tracey Dwyer provided an update to the Audit and Risk Management Committee regarding Rights of Private Practice.○ Positive outcome regarding the Audit Office Management Letter.▪ The Board <u>NOTED</u> the Audit and Risk Management Committee Report for information			
8.	Clinical Council	<ul style="list-style-type: none">▪ Ms Tracey McCosker provided an update on the Clinical Council.▪ In particular noting:<ul style="list-style-type: none">○ Professor Graeme Stewart to address how best to engage with the Medical Staff Councils at the upcoming statewide Chairs of Medical Staff Councils meeting.▪ The Board <u>NOTED</u> the Clinical Council Report for information.			
9.	Point of Care Testing	<ul style="list-style-type: none">▪ Mr Andrew Sargeant provided an update on Point of Care Testing (PoCT).	Mr Murray Austin to forward lecturer	Mr Murray Austin	ASAP

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		<p><u>Presentation attached.</u></p>  <ul style="list-style-type: none"> Discussion ensued. Opportunity to provide a guest lecture to students undertaking the paramedicine course regarding the benefits of Point of Care Testing and training as part of their curriculum. 	<p>contact details to Dr Gus Koerbin.</p> <p>Mr Andrew Sargeant to provide an updated presentation regarding progress on PoCT; mid-2017.</p>	Mr Andrew Sargeant	Mid 2017
10.	Yearly Wrap up and review	<ul style="list-style-type: none"> Ms Tracey McCosker provided a brief yearly wrap and review of NSW Health Pathology over the last 12 months. Mr Murray Austin praised NSW Health Pathology's Chief Executive, Executives and staff on achievements and progress over the last four years. 			
Other Business					
11.	Items without notice	<ul style="list-style-type: none"> There were no noted items without notice. 			
12.	Board Evaluation	<ul style="list-style-type: none"> Nil 	Ms Tanya Dunn to distribute Board Evaluation.		
Items for information only					
13.	Finance and Performance Committee Minutes	<ul style="list-style-type: none"> Noted for Information only 			
14.	Audit and Risk Management Committee Minutes	<ul style="list-style-type: none"> Noted for Information only 			

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15.	Clinical Council	<ul style="list-style-type: none">Noted for Information only			
16.	NSW Health Pathology Operational Plan 15/16 Implementation Summary July - September	<ul style="list-style-type: none">Noted for Information only			
17.	Next meeting	2017 Meeting dates - TBA			
18.	Meeting Close	There being no further business to come before the meeting, the meeting was closed at 4.25pm.			

Action Log

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Topic	Specific action required	Responsibility	Due date	Status Report
Point of Care Testing	Mr Andrew Sargeant to provide an updated presentation regarding progress on PoCT; mid-2017. Mr Murray Austin to forward lecturer contact details to Dr Gus Koerbin regarding an opportunity of a guest lecture to paramedicine course students on the benefits of Point of Care Testing.	Mr Andrew Sargeant	Mid 2017	Ongoing
		Mr Murray Austin	ASAP	Completed
Forensic Medicine Branch, end to End Business Review	Ms Catherine Foster-Curry to provide an update to the Board regarding the Forensic and Analytical Science Service, Forensic Medicine end to end business review in one year's time	Ms Catherine Foster-Curry	November 2016	Ongoing Deferred 2017
Public Health Service	Dr Kerry Chant, Vanessa Janissen and Tracey McCosker to discuss proposed Public Health Workshop; mapping a long term Public Health plan and review existing Public Health Service Level Agreements.	Ms Tracey McCosker	When req.	Ongoing Ms Tracey McCosker to provide an update as part of Business arising from previous minutes.
Board Evaluation	The Board Evaluation to be distributed to the meeting attendees.	Ms Tanya Dunn	When req.	Ongoing