

Minutes for the NSW Health Pathology Board

29<sup>th</sup> October 2015

Twentieth Meeting

Boardroom, Wanggaay Koori Out of Home Care Service, 32 Chaston Street, Wagga Wagga

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**Present:**

Dr Steve Flecknoe-Brown, Professor Dominic Dwyer, Mr Murray Austin,  
Dr Tamsin Waterhouse, Ms Kay Hyman, Mr Kevin Forward and Professor Graeme Stewart  
(Teleconference).

**Apologies:**

Dr Kerry Chant, Dr Maxwell Alexander and Dr Gus Koerbin

**In Attendance:**

Ms Tracey McCosker, Professor Roger Wilson, Ms Vanessa Janissen, and Mr Martin  
Sainsbury (Teleconference)

**Secretariat:**

Ms Tanya Dunn

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Order of Business: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13

## **BUSINESS OF THE MEETING**

### **1. Welcome and Apologies**

Dr Kerry Chant, Dr Maxwell Alexander and Dr Gus Koerbin were noted as apologies.

The Chair, Dr Steve Flecknoe-Brown opened the meeting at 9.05am and welcomed those present and Tanya Dunn recorded the minutes. A quorum of Board members was present and the meeting proceeded with business.

### **2. Declarations of Conflict of Interest**

No Declarations of Conflict of Interest were noted.

### **3. Minutes of Previous Meeting**

**The Board members APPROVED the draft Board meeting minutes of 27<sup>th</sup> August 2015.**

Tamsin Waterhouse noted that an amendment to the NSW Health Pathology Corporate Governance Attestation Statement regarding the Finance and Performance membership was discussed at the 27<sup>th</sup> August Board meeting; amendment to be noted in the Board meeting minutes of the 27<sup>th</sup> August.

**ACTION: Tanya Dunn to amend the NSW Health Pathology Board meeting minutes of the 27<sup>th</sup> August to record amendment to the endorsed Corporate Governance Attestation Statement.**

### **4. Business Arising from Previous Meetings**

The Action List was reviewed as part of the agenda.

### **5. Chief Executive Report**

Paper Attached:

Tracey McCosker provided an update on current matters.

Brief discussion was held regarding Rights of Private Practice.

Brief discussion was held regarding Point of Care Testing and NATA Accreditation.

**The Board ACCEPTED the Chief Executive Report.**

## Standing Committee Reports

### 6. Finance and Performance

Murray Austin provided an update on the Finance and Performance Committee, highlighting YTD favourability. Key issues were noted.

The NSW Health Pathology Management Letter was noted and the Board commended the Finance Team for an excellent audit outcome.

Service Compact Quarterly KPIs (July-September) were noted.

Murray Austin requested clarification regarding overtime and callbacks as highlighted in the Service Compact KPIs; People and Culture Monthly KPIs: September 2015.

**The Board APPROVED the Finance and Performance Committee report.**

**ACTION: Martin Sainsbury to take on notice and report back to the Board clarification regarding overtime and callbacks as highlighted in the Service Compact KPIs, People and Culture Monthly KPIs: Sep 2015.**

### 7. Audit and Risk Management Committee

Vanessa Janissen provided an update on the Audit and Risk Management Committee.

**The Board APPROVED the Audit and Risk Management Committee Report.**

## General Business

### 8. Approval of final year – end accounts

Murray Austin provided to the Board an overview regarding the completion of the Annual Financial Statements of NSW Health Pathology for the year ended 30 June 2015.

**The Board APPROVED the Annual Financial Statements of NSW Health Pathology for the year ended 30 June 2015.**

### 9. Contestability

Tracey McCosker updated the board on the NSW Health Pathology's journey to contestability and highlighted the challenges and opportunities. Discussion was held.

Vanessa provided a brief overview regarding the recent logistics review and highlighted next steps re defining logistics needs and processes for NSW Health Pathology.

## **10. Your Say Results**

Martin Sainsbury provided to the Board an update on the NSW Health Pathology Your Say Results; NSW Health workplace culture and employee engagement survey. Discussion was held.

Martin Sainsbury noted the Board to disregard results for Sydney South West Pathology Service Pg. 73 of the circulated Board papers due to a data error.

## **New Business**

### **11. Items without Notice**

There were no noted items without notice.

## **Committee Minutes/Report for information**

- 1. Finance and Performance Committee**
- 2. Audit and Risk Management Committee**
- 3. NSW Health Pathology Operational Plan 2014-15 Implementation Progress  
Summary - April – June 2015.**

There being no further business to come before the meeting, the meeting was closed at 11.25am.