

Minutes for the NSW Health Pathology Board

31st July 2014

Thirteenth Meeting

Boardroom, Level 7, 67 Albert Ave, Chatswood



Health
Pathology



Present:

Dr Steve Flecknoe-Brown, Mr Murray Austin, Professor Graeme Stewart,
Dr Bruce Sanderson, Ms Kay Hyman and Dr Kerry Chant (Teleconference)

Apologies:

Associate Professor Peter Stewart, Dr Gus Koerbin and Dr Stephen Braye

In Attendance:

Ms Tracey McCosker, Professor Roger Wilson, Vanessa Janissen and Owen Hammond.

Secretariat:

Mrs Tanya Dunn

Order of Business: 1, 2, 3, 4, 5, 6, 7, 9, 10, 11, 12, 13, 14

BUSINESS OF THE MEETING

1. Welcome and Apologies

Associate Professor Peter Stewart, Dr Gus Koerbin and Dr Stephen Braye are noted as an apology.

The Chair, Dr Steve Flecknoe-Brown opened the meeting at 2:35pm 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

There were no new declarations of Conflict of Interest disclosed.

3. Minutes of Previous Meeting

The Board members APPROVED the draft Board meeting minutes of the 29th May 2014.

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 NSW Health Pathology and circulated copies of the NSW Health Pathology Strategic Plan and the NSW Health Pathology Operational Plan 14/15.

Action: Tracey McCosker, Roger Wilson and Dr Kerry Chant to discuss offline HIV issues, and Point of Care Testing reframing rapid testing.

The Board ACCEPTED the Chief Executive Report.

Standing Committee Reports

6. Finance and Performance

Paper Attached:

Murray Austin provided an update on the Finance and Performance Committee.

The Board APPROVED the Finance and Performance Committee report.

Action: 2014/15 Budgets have been developed and will be presented at the next Finance and Performance Committee and Board Committee meetings for endorsement.

Action: Efficiency savings report card to be developed at the end of the financial year detailing efficiency savings achieved and other performance indicators that would interest clinicians and LHDs.

7. Audit and Risk Management

Paper Attached:

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

The Board APPROVED the Audit and Risk Management Committee report.

Action: Vanessa Janissen to present the Risk Management Register to the Board at the September Board meeting.

Action: Further commentary to be provided regarding SAC 1 and SAC 2 Incidents reported in the Quarterly Performance Report. Aggregated oversight report to be presented at the next Finance and Performance Committee meeting.

8. Clinical Council

Roger Wilson provided an update on the Clinical Council Committee.

The Board ACCEPTED the Clinical Council Committee report.

Action: Roger Wilson to prepare a Clinical Council Attendance Register and report attendance annually to the Clinical Council Committee and distribute to Local Health District's Chief Executives.

Action: Roger Wilson to draft correspondence to Karen Crawshaw, Deputy Secretary, Governance, Workforce and Corporate, regarding dual appointments based around Ministry of Health policy directive which excludes NSW Health Pathology. Steve Flecknoe-Brown to sign off as Board Chair.

Action: 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.

General Business

9. Achievements 2013/14 and Challenges 2014/15

Paper Attached:

Tracey McCosker presented to the Board a summary update of the achievements of 2013/14 and the challenges for 2014/15 and discussion ensued.

10. NSW Health Corporate Attestation

Paper Attached:

Vanessa Janissen provided to the Board an outline of the Corporate Governance Framework Review Attestation Statement for submission to the Ministry of Health by the 31st August 2014.

The Board APPROVED the Corporate Governance Review Attestation Statement.

Strategic Issues for Decision/Discussion

11. Resource Accountability

The Priority Focus Area for this Board meeting is Resource Accountability. Tracey McCosker gave a brief update regarding Resource Accountability strategic initiatives in the NSW Health Pathology Operational Plan 2013/14.

Owen Hammond, Manager, Procurement and Capital presented to the Board an update on Procurement and discussion ensued.

The Board NOTED the presentation.

Vanessa Janissen presented to the Board an update on Contestability and discussion ensued.

The Board NOTED the presentation.

Action: Kerry Chant suggested the Public Health Unit assist with some points around the value add proposition in regards to Public Health.

Board Updates for Noting/Discussion

12. Items Without Notice

There were no Items of Business without notice.

13. Board Evaluation

Action: The Board Evaluation to be distributed to the meeting attendees.

14. Next Meeting

25th September 2014 – Boardroom, Level 7, Sage Building, 67 Albert Ave, Chatswood.

Committee Minutes/Report for Information

- 1. Finance and Performance Committee**
- 2. Audit and Risk Management Committee**
- 3. Clinical Council**
- 4. Financial Management Communication Plan**

There being no further business to come before the meeting, the meeting was closed at 4:46pm.