

# Central Queensland Hospital and Health Board meeting resolutions

27 October 2023

## Board meeting minutes

Chairperson	Mr Paul Bell AM	Date and Time	Friday 27 October 2023 at 10.00 am
Venue	Executive Services Boardroom, Administration Building, Rockhampton Hospital Campus Rockhampton Hospital	Contact	Kristy Richardson Board Secretary (07) 49205759
Members	Mr Paul Bell AM (Chair), Dr Lisa Caffery (from midday), Dr Poya Sobhanian (by videoconference), Mr Matthew Cooke (by videoconference), Ms Tina Zawila (by videoconference), Mr John Abbott AM (by videoconference), Ms Michelle Webster (by videoconference), Ms Leann Wilson (by videoconference)		
Apologies	Professor Fiona Coulson		
In attendance	Dr Emma McCahon, Ms Pauline McGrath, Ms Susan Foyle, Ms Shareen McMillan, Dr Pooshan Navathe (for Item 3.1), Kristy Richardson		
Guest	Mr Todd Kelly Independent Advisor		

## Declarations of interest:

The following standing conflicts of interest were noted:

Board Member	Type of interest
Mr Paul Bell AM	For matters concerning the Emerald Super Clinic and appointment as a Local Government Grants Commissioner and involvement in the housing/accommodation of clinical employees of the Central Queensland Hospital and Health Service in the Central Highlands
Mr Matthew Cooke	Chief Executive Officer, Gladstone Region Aboriginal and Islander

Board Member	Type of interest
	Community Controlled Health Service Ltd t/a Nhulundu Health Service, A/Chief Executive Officer, Centre for Rural and Regional Aboriginal and Torres Strait Islander Health Ltd t/a Centre for Rural and Regional Indigenous Health, Chairman, First Nations Bailai, Gurang, Gooreng Gooreng, Taribelang Bunda People Aboriginal Corporation Registered Native Title Body Corporate. (NFP Remunerated role), Director, Port Curtis Coral Coast Trust Ltd. (NFP Remunerated role), Director, Bailai Aboriginal Corporation for Land and Culture. (NFP Voluntary role), Director, Yalga Binbi Institute for Community Development Aboriginal and Torres Strait Islander Corporation. (NFP Voluntary role), Director, Risk Response Engage Design Develop (Remunerated role / shareholder), member First Nations Health Improvement Advisory Committee, Chairperson and Director of the Queensland Aboriginal and Islander Health Council (QAIHC).
Dr Lisa Caffery	Chair, Sunwater Ltd
Mr Todd Kelly	For any matters relating to BDO

# Board meeting resolutions

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## Meeting opening

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The Chair formally opened the meeting at 10.00 am

### 1. Closed member's session

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A Closed Members Session was not held.

### 2. Opening Business

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#### 2.1. Welcome, Apologies and Acknowledgment

The Chair acknowledged the traditional owners of the land on which the meeting was being held and respects were paid to elders, past present and emerging. The Chair extended this respect to all Aboriginal and Torres Strait Islander people in attendance.

The apology of Professor Fiona Coulson was **ACCEPTED**

#### 2.2. Patient Story

The HSCE shared a patient story with the Board.

#### 2.3. Declarations and Conflicts of Interest made as noted above.

#### 2.4. Confirmation of Minutes

The Minutes of 29 September 2023 were confirmed as a true and accurate record.

#### 2.5. Board Calendar

##### **Resolution:**

The Board Calendar was **NOTED**

#### 2.6. Update of Meeting Action Register

##### **Resolution:**

The Meeting Action Register was **NOTED**

### 3. Key Updates

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#### 3.1 Health Service Chief Executive's Report

##### **Resolution:**

The Board:

1. **APPROVED** HardyGroup being engaged to undertake recruitment for the position of Health Service Chief Executive.

2. **APPROVED** the appointment of the Chief Finance Officer and **ENDORSED** the Health Service Chief Executive finalising the offer process.
3. **APPROVED** leave for the Health Service Chief Executive for the period 25 November 2023 to 3 December 2023 inclusive and **APPROVED** Donna Cruikshank to act as the Health Service Chief Executive during this period.

**Resolution:**

The Board **NOTED** the Report and information provided in the Health Service Chief Executive's Report to the Board

## 4. Matters for Decision

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- 4.1 CQHHS Strategic Asset Management Plan (SAMP) 2023

**Resolution:**

The Board **APPROVED** the CQHHS Strategic Asset Management Plan (SAMP) priorities for submission to the Department

- 4.2 Review of Terms of Reference

**Resolution:**

The Board **APPROVED** the Committee's reviewed Terms of Reference

## 5. Matters for Discussion

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- 5.1 Finance Report

**Resolution:**

The Board **NOTED** the Finance Report

- 5.2 Activity Performance

**Resolution:**

The Board **NOTED** the CQHHS YTD Activity Performance

- 5.3 Committee Minutes and Recommendations

- 5.3.1 Executive Committee

**Resolution:**

The Board **NOTED** the update provided by the Committee Chair

- 5.3.2 Audit and Risk Committee

**Resolution:**

The Board **NOTED** the update provided by the Committee Chair

- 5.3.3 Safety and Quality Committee

**Resolution:**

That the Board

1. **NOTED** the update provided by the Committee Chair
2. **NOTED** the meeting minutes of 18 September 2023

#### 5.3.4 Finance and Performance Committee

##### **Resolution:**

The Board:

1. **NOTED** the update provided by the Committee Chair
2. **NOTED** the minutes of the meeting of 18 September 2023

#### 5.3.5 Aboriginal and Torres Strait Islander Health and Wellbeing Committee

##### **Resolution:**

The Board **NOTED** the update provided by the Committee Chair

#### 5.3.6 Investment, Planning and Research Committee

##### **Resolution:**

The Board **NOTED** the update provided by the Committee Chair

## 6. Matters for Noting

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- 6.1 There were no matters for noting

## 7. General Business and Meeting finalisation

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- 7.1 Review of Board Charter

##### **Resolution:**

The Board **APPROVED** the Charter

The Meeting was closed at 12.10

## 8. Next meeting date

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Confirmed Date: 24 November 2023

Confirmed Time: 10:00 am

Confirmed Venue: Emerald Hospital