

Central Queensland Hospital and Health Board meeting resolutions

29 September 2023

Board meeting minutes

Chairperson	Mr Paul Bell AM	Date and Time	Friday 29 September 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 (by videoconference), Dr Poya Sobhanian (by videoconference), Mr Matthew Cooke (by videoconference), Ms Tina Zawila (by videoconference), Professor Fiona Coulson (by videoconference), Mr John Abbott AM (by videoconference), Ms Michelle Webster (by videoconference)		
Apologies	Ms Leann Wilson, Dr Pooshan Navathe, Ms Pauline McGrath		
In attendance	Dr Emma McCahon, Ms Susan Foyle, Ms Shareen McMillan, Mr Lance Laphorn, Kristy Richardson		
Guest	Mr Todd Kelly Independent Advisor Ms Dan Smith and Mr Glenn Burton, CQShines		

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

Board Member	Type of interest
	Hospital and Health Service in the Central Highlands
Mr Matthew Cooke	Chief Executive Officer, Gladstone Region Aboriginal and Islander 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 Poya Sobhanian	Director, Gladstone Ports Corporation
Dr Lisa Caffery	Chair, Sunwater Ltd
Mr Todd Kelly	For any matters relating to BDO

Board meeting resolutions

Meeting opening

The Chair formally opened the meeting at 10.00 am

1. Closed member's session

A Closed Members Session was held between 10.45 and 11.15 am to discuss the correspondence tabled at Agenda Item 7.2

Resolution from the Closed Session:

The Board:

1. **NOTED** the correspondence
2. **REQUESTED** that the Health Service Chief Executive keep the Board updated on the progress of all internal and external investigations as appropriate.

2. Opening Business

2.1. Presentation - Mr Dan Smith and Mr Glenn Burton, CQShines

2.2. 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 Ms Leann Wilson was **ACCEPTED**

The apologies of Dr Pooshan Navathe and Ms Pauline McGrath were **NOTED**

2.3. Patient Story

The HSCE shared a patient story with the Board.

2.4. Declarations and Conflicts of Interest made as noted above.

2.5. Confirmation of Minutes

The Minutes of 25 August 2023 were confirmed as a true and accurate record.

2.6. Board Calendar

Resolution:

The Board Calendar was **NOTED**

- 2.7. Update of Meeting Action Register
Resolution:
The Meeting Action Register was **NOTED**
- 2.8. Birribi – Close out Report
Resolution:
The Board **NOTED** the update
- 2.9 Nursing and Midwifery Expenditure Deep Dive
Resolution:
That the Board **NOTED** the information provided, the action taken to date and the plans moving forward
- 2.10 CQHHS Nursing and Midwifery Review
Resolution:
The Board **NOTED** the actions to date on the proposed to review nursing and midwifery workforce across the CQHHS
- 2.11 Cyber Security Considerations and Assurance – Strategic Risk 140
Resolution:
The Board **NOTED** the update

3. Key Updates

- 3.1 Health Service Chief Executive's Report
Resolution:
The Board **NOTED** the Report and information provided in the Health Service Chief Executive's Report to the Board
- 3.2 New and Open Notifiable Incidents
Resolution:
The Board **NOTED** the update

4. Matters for Decision

There were no matters for decision

5. Matters for Discussion

- 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:

1. **NOTED** the update provided by the Committee Chair
2. **NOTED** the minutes of the meeting of 13 September 2023

5.3.2 Audit and Risk Committee

Resolution:

The Board:

1. **NOTED** the update provided by the Committee Chair
2. **NOTED** the minutes of the meeting of 16 August 2023

5.3.3 Safety and Quality Committee

Resolution:

That the Board

1. **NOTED** the update provided by the Committee Chair

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 16 August 2023

5.3.5 Aboriginal and Torres Strait Islander Health and Wellbeing Committee

Resolution:

The Board:

1. **NOTED** the update provided by the Committee Chair
2. **NOTED** the minutes of 21 August 2023

5.3.6 Investment, Planning and Research Committee

Resolution:

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

6. Matters for Noting

6.1 Correspondence

Resolution:

The Board **NOTED** the correspondence

7. General Business and Meeting finalisation

7.1 Annual Report

Resolution:

The Board **NOTED** the final draft of the 2022-23 Annual Report

7.2 Major Correspondence

Resolution:

The Board **NOTED** the correspondence

The Meeting was closed at 13.30

8. Next meeting date

Confirmed Date: 27 October 2023

Confirmed Time: 10:00 am

Confirmed Venue: Executive Services Boardroom, Administration Building,
Rockhampton Hospital Campus