



Central Queensland Hospital and Health Board **meeting resolutions**

28 February 2025

Board meeting minutes

Chairperson	Mr Matthew Cooke	Date and Time	Friday 28 February 2025 at 11.00 am
Venue	The Conference Room The Stirling 28 Albert Street Rockhampton	Contact	Kristy Richardson Board Secretary (07) 49205759
Members	Mr Matthew Cooke (Chair), Ms Leann Wilson, Ms Tina Zawila, Dr Anna Vanderstaay, Ms Kathleen Veach, Ms Michelle Webster, Ms Ryl Gardner (by videoconference)		
Apologies			
In attendance	Ms Lisa Blackler, Ms Victoria Leov, Ms Shareen McMillan, Mr Jordan Mogg, Ms Donna Cruickshank, Ms Julie Kahl, Ms Kerrie-anne Frakes, Dr Gulam Khandaker, Kristy Richardson		
Guest	Mr Rod Margetts (by videoconference)		

Declarations of interest:

The following standing conflicts of interest were noted:

Board Member	Type of interest
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, Director, Bailai Aboriginal Corporation for Land and Culture. (NFP Voluntary role), Director, Risk Response Engage Design Develop (Remunerated role / shareholder), Chairperson and Director of the Queensland Aboriginal and Islander Health Council (QAIHC), Director and Shareholder of Indigenous Energy Solutions Pty Ltd.
Ms Leann Wilson	Aboriginal and Torres Strait Island Healing Foundation Deputy Chair and Director; Aboriginal Hostels Limited Board, Director; Australian Rugby League Indigenous Council, Director; Queensland Indigenous Business Network, Director; Queensland Energy System Advisory Board, Member.
Dr Anna Vanderstaay	Senior Medical Officer (Part-time temporary) at South West Hospital and Health Service, Medical Officer (Casual) at Royal Flying Doctor Service (Qld Section), General Practitioner (Contractor) at Medicare Urgent Care Centre operated by ForHealth

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Meeting opening

The Chair formally opened the meeting at 11.00 am

1. Closed member's session

A Closed Members Session was held between 9.00 am and 10.40 am.

2. Opening Business

- 2.1. Welcome and Apologies
- 2.2. Acknowledgment
- 2.3. Patient Story
- 2.4. Declarations and Conflicts of Interest made as noted above.
- 2.5. Review of Minutes
The Board confirmed:
 - 1. The minutes of 20 December 2024 as a true and accurate record
 - 2. The minutes of the Special Meeting of 17 January 2025
- 2.6. Board Calendar and Meeting Calendar
Resolution:
The Board Calendar and Meeting Calendar was **NOTED**
- 2.7. Update of Meeting Action Register
Resolution:
The update of the Meeting Action Register was **NOTED**

3. Key Updates

- 3.1 Health Service Chief Executive's Report

Resolution:

The Board **APPROVED** Ms Jacina Walker acting in the position of Executive Director Nursing and Midwifery for the period 6 March 2025 – 27 April 2025 inclusive.

Resolution:

The Board **NOTED** the HSCE's Report

4. Matters for Decision

- 4.1 Charter and Committee Terms of Reference
Resolution:
The Board **APPROVED** the below Charter and Terms of Reference as reviewed by the respective Committees:
- Board Charter
 - Audit and Risk Committee Terms of Reference
 - Safety and Quality Committee Terms of Reference
 - Internal Audit Charter

5. Matters for Discussion

- 5.1 January 2025 Finance Report
Resolution:
The Board **RECEIVED** and **NOTED** the January 2025 Finance Report
- 5.2 CQHHS Activity Performance
Resolution:
The Board **NOTED** the report
- 5.3 Financial Recovery Plan Status
Resolution:
The Board **RECEIVED** and **APPROVED** the proposed format for reporting progress against the CQHHS Financial Recovery Plan
- 5.4 Committee Minutes and Recommendations
Resolution:
The Board **APPROVED** the sharing of the Safety and Quality Committee's agenda and meeting papers.
- Resolution:**
The Board:
1. **NOTED** the minutes of the Executive Committee of 5 December 2024
 2. **NOTED** the minutes of the Safety and Quality Committee of 6 December 2024
 3. **NOTED** the minutes of the Finance and Performance Committee of 29 January 2025

6. Matters for Noting

- 6.1 Nil

7. General Business and Meeting finalisation

The following items of general business were discussed:

7.1 CQShines

Resolution:

1. The Board **SUPPORTED** Ms Ryl Gardner's nomination as the Board Chair's representative on the Board of the Foundation be withdrawn.
2. The Board **REQUESTED** that the Office of Health Statutory Agencies be advised and that its guidance be sort as to an appropriate solution.
3. The Board Chair, Deputy Chair seek to meet with the Chair of the Foundation as soon as possible.

The Meeting was closed at 1.15 pm

8. Next meeting date

Confirmed Date: 28 March 2025
Confirmed Time: 10:00 am
Confirmed Venue: Rockhampton