



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

25 October 2024

Board meeting minutes

Chairperson	Mr Matthew Cooke	Date and Time	Friday 25 October 2024 at 10.00 am
Venue	Executive Services Boardroom, Administration Building, Rockhampton Hospital Campus	Contact	Kristy Richardson Board Secretary (07) 49205759
Members	Mr Matthew Cooke (Chair), Dr Anna Vanderstaay, Ms Kathleen Veach, Ms Michelle Webster (by videoconference), Ms Leann Wilson, Ms Ryl Gardner (by videoconference)		
Apologies	Ms Tina Zawila, Dr Pooshan Navathe		
In attendance	Ms Lisa Blackler, Ms Victoria Leov, Ms Shareen McMillan, Ms Janene Wright, Ms Kerrie-anne Frakes, Kristy Richardson		
Guest			

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; Timber Queensland, Director.
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

Board meeting resolutions

Meeting opening

The Chair formally opened the meeting at 11.00 am

1. Closed member's session

A closed members session was held between 10.00 am and 10.55 am

2. Opening Business

2.1. Welcome and Apologies

The apology of Ms Zawila was **ACCEPTED**

The apology of Dr Navathe was **NOTED**

2.2. Acknowledgment of the Traditional Owners

We respect the collective cultures and traditions of the – recognised Aboriginal Traditional Owners and the Mura Kus Torres Strait Islander Descendants and Mura Kus communities of the Torres Strait Islanders living in Central Queensland – that are represented across the land, sea and river systems that connect and link our health services: Darumbal, Woppaburra, Konomie, Byellee (Bailai), Gurang, Gooreng Gooreng, Taribelang Bunda, Gangulu/Gaangal, Ghungalu, Wulli Wulli, Western Kangoulou, Wadja, Kairi. We respectfully acknowledge our Elders, our communities, and the health workforce past and present, who continue in sharing their cultural knowledge and dedication that supports the healing across our communities and within the provision of health services.

2.3. Patient Story

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

2.5. Confirmation of Minutes

The Minutes of 27 September 2024 were confirmed as a true and accurate record.

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 **NOTED** Dr Pooshan Navathe's period of leave between 2 November 2024 and 15 December 2024 (inclusive) and **APPROVED** Dr Gulam Khandaker acting as the Executive Director Medical Services for this period.

Resolution:

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

3.2 Notifiable Incidents

Resolution:

The Board **NOTED** the update

3.3 Nursing and Midwifery Review

Resolution:

The Board **NOTED** the update

3.4 KPI Reporting – First Nations

Resolution:

The Board **NOTED** the KPI reporting dashboard and information

4. Matters for Decision

Nil

5. Matters for Discussion

5.1 September 2024 Finance Report

Resolution:

The Board **RECEIVED** and **NOTED** the September 2024 Finance Report

5.2 CQHHS Activity Performance

Resolution:

The Board **NOTED** the report

5.3 Committee Minutes and Recommendations

The Board **NOTED:**

1. The minutes of the Finance and Performance Committee of 21 September 2024 and 16 September 2024

6. Matters for Noting

6.1 Nil

7. General Business and Meeting finalisation

The Meeting was closed at 12.50 pm

8. Next meeting date

Confirmed Date: 29 November 2024
Confirmed Time: 10:00 am
Confirmed Venue: Venue to be confirmed