

MINUTES OF THE MEETING OF THE NORTHERN NEW SOUTH WALES LOCAL HEALTH DISTRICT BOARD HELD ON WEDNESDAY 30 MAY 2018 AT THE TWEED HEADS HOSPITAL, POWELL STREET & FLORENCE STREET TWEED HEADS, COMMENCING AT 9.00AM.

Page 1 of 13

The Chair paid his respects to Aboriginal Elders, past and present, as the traditional owners of the land, being the Bundjalung Nation and thanked them for their custodianship of the land.

1. In-camera Session

An in camera session was held in relation to Capital Works.

2.1 PRESENT AND APOLOGIES:

Dr Brian Pezzutti, (Chair), Mr David Frazer, Mr Mark Humphries, Dr Joe Ogg, Dr Allan Tyson
Ms Carolyn Byrne, Dr John Moran, Mr Pat Grier, Professor Susan Nancarrow,

In Attendance:

Mr Wayne Jones (Chief Executive)

Ms Jenny Cleaver (Secretariat)

Ms Kate Greenwood (Secretariat)

Ms Corinne Martin (Acting Community Engagement Manager) (for part of meeting)

For part of meeting:

Dr David Hutton, Director Clinical Governance

Dr Richard Buss, Director Workforce

Mr Matt Long, Director Corporate Services

Ms Lynne Weir, Director Clinical Operations

Mr Brett Skinner, Director Finance

Ms Vicki Rose, Director Integrated Care and Allied Health

Ms Katharine Duffy, Director Nursing, Midwifery and Aboriginal Health

Via Teleconference:

Mr Michael Carter

Apologies:

Ms Deb Monaghan

Dr John Griffin

Mr Ian McLeish, A/ General Manager Mental Health, Drug and Alcohol and Stream Services

2.2 Declaration of Pecuniary and/or Conflicts of Interest

Nil Conflicts and/or Pecuniary declared in this meeting.

2.3 Previous Minutes:

2.3.1 The Minutes of the Board Meeting held on 2 May 2018 as circulated were ENDORSED as a true and accurate record of the meeting.

Moved: Dr John Moran

Seconded: Mr David Frazer

CARRIED

2.3.2 Business Arising from the Minutes:

2.3.2.1 Mr Jones is to request Ms Lynne Weir to meet with Clinicians from Murwillumbah District Hospital who have recently resigned and report back to a future Board meeting on the outcome of the meeting.

Ms Weir advised the meeting with the Clinicians from Murwillumbah District Hospital was held on 18 May 2018. Ms Weir stated that she will follow up issues that were raised during the discussion with the Clinicians and provide a letter of response in due course.

Following a lengthy discussion on some of the issues raised from the meeting, Mr Jones reassured the Board that whilst some of the issues would be a challenge to resolve, the concerns will be addressed to ensure a cohesive, engaged medical workforce that will include the Division of Medicine that is part of the broader medical workforce within The Tweed Hospital that is networked across multiple sites.

Following discussion around the length of stay for some medical and aged care patients, Mr Jones proposed the need for future changes in how the NSW LHD manages medical beds, particularly aged care beds in acute facilities.

The Board also requested Mr Jones to provide a paper on a pilot program for Models of Care in General Medicine and Geriatrics.

ACTION:

Mr Jones is to submit a brief to the Board on a pilot program for Models of Care for the management of aged care beds in NSW LHD acute facilities.

2.3.2.2 Mr Jones is to circulate the research paper 'Keeping them Warm' to all Board Members.

The Board noted the 'Keeping them Warm' research paper was also circulated to Board members via email. The Board Chair requested that copies be provided to the 18 June 2018 Council of Board Chairs meeting.

ACTION:

Mr Jones to provide Mr David Frazer, Deputy Chair multiple copies of the 'Keeping them Warm' research paper to be circulated at the 18 June 2018 Council of Board Chairs meeting.

This can be removed from the Agenda.

2.3.2.3 Mr Jones is to request Mr John Wickham, Medical Administration Manager to provide an updated brief to the Board on the status of the VMO reappointments to the 30 May 2018 Board meeting.

Mr Jones spoke to the information in the brief advising that the reappointment process is progressing well. Further meetings with individual Visiting Specialists are scheduled to resolve remaining concerns. Mr Jones noted the hard work of Mr John Wickham and Ms Sandra Martin in coordinating this process.

- 2.3.2.4 Mr Jones is to request Ms Vicki Rose, Director Integrated Care and Allied Health to clarify what services are available through Family and Community Services (FACS) for men and for this to be added to the NSW LHD Domestic and Family Violence Prevention and Response Action Plan 2018-2020 so there is increased reference to male victims incorporated into the Plan and submit the updated plan to the 30 May 2018 Board meeting for endorsement.**

The Board noted the updated NSW LHD Domestic and Family Violence Prevention and Response Action Plan 2018-2020.

The Board **ENDORSED** the NSW LHD Domestic and Family Violence Prevention and Response Action Plan 2018-2020 with an inclusion to page 9 being the word 'male' to be added to the section titled Domestic Violence Routine Screening.

Moved: Dr Joe Ogg

Seconded: Mr David Frazer

CARRIED

- 2.3.2.5 Mr Jones to request Dr Hutton, Director Clinical Governance provide a brief explaining the breadth of audits undertaken across the LHD to the 30 May 2018 Board meeting.**

The Board noted the information in the brief on clinical auditing undertaken in NSW LHD.

Dr Hutton, responded to a query regarding aseptic/procedural activities advising that in the initial stages of the audit, results were less than 50%. However, over time the figures have increased significantly indicating staff are much more aware of aseptic techniques due the scrutiny around this.

Audits have given great insight into hand hygiene and overall compliance rates are just above the national average. The Board was advised that clinical audits are discussed at the CSI Committee meetings and Directors of Medical Services design Action Plans that are assessed by the committee to address audit shortfalls.

- 2.3.2.6 Mr Jones is to request Ms Vicki Rose, Director Integrated Care and Allied Health to have the Deloitte report summarised into a brief for the Board for the 30 May 2018 Board meeting.**

The Board noted the information contained in the brief and the demonstrated maturity in integrated care across the LHD.

The Board Chair requested Mr Jones to correspond with NSW Health advising of the difficulty in understanding the content of the original report.

ACTION:

Mr Jones to write to NSW Health expressing the Board Chair's concern on the lack of plain English language and format of the Deloitte Report.

General discussion followed on the plans underway for improving the quality of discharge summaries across the LHD and the process of Admission Discharge Notification for patients with chronic and complex conditions. Ms Rose advised that a presentation to the June Health Care Quality Meeting on work being undertaken on the safe transfer of care will provide the detail requested.

ACTION:

Mr Jones is to request Ms Vicki Rose, Director Integrated Services to undertake work with the North Coast Primary Health Network on additional General Practitioners receiving Admission Discharge Notifications especially for sentinel patients through the winter season and provide feedback to the Board in due course.

2.3.2.7 Mr Jones is to request Ms Fiona Baker, Media Manager to develop a good news story in relation to the NNSW LHD quality and safety results from the recent Auditor General report.

The Board noted that Ms Fiona Baker, Media Manger is in the process of drafting a good news story on the good results achieved by NNSW LHD in the recent Auditor General report.

Mr Jones advised the Board of the hard work undertaken by Ms Baker since her recruitment as the Media Manager.

This item can be removed from the Agenda.

2.3.2.8 Mr Jones is to provide advice on progression on the Mental Health First Aid for staff across the LHD to the 30 May 2018 Board Meeting.

The Board noted the information contained in the brief. General discussion ensued around training and education sessions for LHD staff.

This item can be removed from the Agenda.

2.3.2.9 Mr Jones to arrange for a meeting with Dr Tyson, Dr Ogg and Mr Skinner, Director Finance to discuss the equitable distribution of services across the LHD following receipt of the NNSW LHD Budget. A document will be developed for the Board following this meeting.

Mr Jones advised a meeting will be scheduled with Dr Tyson, Dr Ogg and Mr Skinner following the release of the NSW state budget which will inform the NNSW LHD budget.

ACTION:

Mr Jones to arrange for a meeting with Dr Tyson, Dr Ogg and Mr Skinner, Director Finance to discuss the equitable distribution of services across the LHD following release of the NSW state budget.

2.3.2.10 Mr Jones to request Dr Buss, Director Workforce to provide advice on whether PD2014_042 has been implemented appropriately across the LHD to the 30 May 2018 Board Meeting.

Mr Buss, Director Workforce spoke to the information contained in the brief and gave a brief overview of the Policy Directive setting out the mandatory requirements for managing alleged or suspected misconduct by staff of the NSW Health Service.

Mr Buss advised the policy is followed and as needed managers make contact with HR for assistance in dealing with misconduct issues. Guidance and education is also offered to managers to ensure procedural fairness for all staff.

This item can be removed from the Agenda.

2.3.2.11 Mr Jones is to provide the details and date of the advertisement for the recent recruitment of Infectious Diseases physician at the LBH to the 30 May 2018 Board Meeting.

Mr Jones responded to a query and outlined the purpose of the information being provided to the Board. Mr Jones explained that when necessary, the LHD does review the process of where jobs are advertised to ensure greatest exposure.

This item can be removed from the Agenda.

2.3.2.12 Mr Jones is to arrange a meeting with representatives from Northern Pathways and NNSW LHD to discuss the impact on LHD services with the progression of the Grafton Jail.

The Board noted the meeting with representatives from Northern Pathways and NNSW LHD is to be held prior to the Board meeting on the 27 June 2018 Board meeting.

2.3.2.13 Mr Jones is to contact the Australian Institute of Company Directors to develop some multi-day programmes for Board members that are relevant to health governance and submit them back to the Board for consideration.

Mr Jones spoke to the information provided in the brief on the potential courses available for Board members.

The Board indicated its interest in attending the two-three day residential program and requested the Chief Executive contact the NOUS Group to obtain comparative information similar to that provided by the Australian Institute of Company Directors.

ACTION:

Mr Jones is to contact the NOUS Group to obtain comparative information similar to that provided by the Australian Institute of Company Directors and to provide to the Board for consideration.

2.3.3 Other Matters Arising from the Minutes

There were no matters arising from the Minutes.

3. Matters for Decision

4. Chairman's Update

4.1 Chairman's Calendar

The Board noted the Chairman's Calendar and that Mr Frazer will be acting Chair during his absence.

5. Matters for Discussion

5.1 Chief Executive's Report

Mr Jones referred to the issues that were covered in the Chief Executive's Report to the Board, which included:

5.1.1 Current and Significant Issues

- Clinician Engagement – meeting with three Nurses from Maternity Services in LBH, Ms Lyne Lynne Weir, Director Clinical Operations, Mr Sam Sangster Chief Executive Health Infrastructure, Dr Chris Ingall Paediatrician LBH, Dr Brain Pezzutti NSW LHD Board Chair to “debrief” regarding the damage caused to the Maternity Pod during a storm. Meetings were also held with Dr Tony Lembke, Chief Executive North Coast Primary Health Network, Dr Sue Veloski LBH Surgeon, Dr David Hutton, Director Clinical Governance and Dr Katherine Willis-Sullivan LBH Director of Medical Services. Rounding was also undertaken at Kingscliff Community Health Centre and Ballina Hospital
- The Expression of Interest for the preferred site for the Tweed Valley Hospital has been extended by the Minister for Health for six weeks. Health Infrastructure is coordinating this process. Discussion followed around the importance of ‘future proofing’ a hospital.
- Mr Joe McDonald has been appointed as the General Manager for The Tweed Hospital. Mr McDonald has extensive senior management experience and will commence in the role on the 2 July 2018.
- Due diligence is underway for the preferred candidate for the General Manager of LBH with anticipation of an appointment being confirmed in the next few weeks.
- A submission was drafted by Clinical Operations and presented to the Ministry of Health through the Chief Executive and as a result NSW LHD has received a budget supplementation of \$721 000 to address the projected surgical overdue volume due to an increase in referrals for surgical procedures at TTH and LBH.
- Ms Deidre Robinson has been appointed as the General Manager, Mental Health, Drug & Alcohol and Clinical Streams Services. Ms Robinson has a strong history in senior management positions and will commence in the role on 4 June 2018.
- Healthshare NSW progressed a tender process for supply of milk and dairy supplies with Norco being one of a number of organisations who tendered on the North Coast. A multinational was successful with the tender, however following considerable local and

State wide negative media attention regarding the tender outcomes, the Minister for Health announced the contract will be filled by the previous supplier, Norco.

5.1.2 Update on Strategic Issues

Cultural and Well-being Program – site visits have commenced to support local management to implement their staff engagement and cultural development plan. Site visits include Mr Pat Grier, Board Member, Mr Dennis Pfitzner, Manager Cultural and Well-being and the Chief Executive. The Ballina site visit was successful, generating a range of strategies for engagement and staff support.

Staff and Cultural Engagement Committee – first meeting held on 16 May 2018. A broad representation from across the LHD with a wait list commenced due to strong interest from staff. Focus of the initial meeting was the People Matter Survey and how we engage and feedback findings.

5.1.3 Update on Strategic Plan Implementation

Nil for this meeting

5.1.4 Matters for Approval

Nil for this meeting.

5.1.5 Major Key Performance Indicators

- The Board noted that the result for Emergency Treatment Performance (ETP) during April 2018 was 81% against the target of 81%.
- Elective Surgery Access Performance (ESAP) During April 2018, all Category targets were met. The results were as follows: Category 1, 100% against a target of 100%, Category 2, 97% against a target of 97% and Category 3 was 97% against a target of 97%
- NNSW LHD met all triage targets. All Triage categories were equal to or greater than the April 2017 results.
- The Transfer of Care result for April 2018 was 94% against a target of 90%.
The Board Chair congratulated Mr Jones and Ms Weir on the strong result on the Key Performance Indicators.

5.1.6 Risk and Compliance Update

Nil for this meeting.

5.1.7 Governance Update

Please refer to Board Item 2.3.2.14 on proposed Board Training opportunity.

5.1.8 Capital Works/Planning Projects

- The Tweed Hospital “Holding Works” – planning and design is nearing completion with times to be announced soon. Recruitment has commenced for additional nursing staff required to support the additional inpatient beds which are planned to be available in late June.

- Conference Centre on Campbell Hospital Coraki site - progress has stalled on the proposal for the Golf Club to lease the Coraki Conference Centre with funding issues around the required initial works and the ongoing maintenance of the facility.
- Clarence Correctional Centre - further meeting planned with Serco to progress shared workforce model discussions.

5.1.9 Matters for Noting

- Review of seclusion, restraint and observation of consumers with a mental illness in NSW Health facilities - NNSW LHD has commenced drafting an action plan to ensure compliance with the required systems/ practice changes and meeting the revised targets for seclusion and restraint reporting.
- Ensuring the privacy of personal and health information – an audit on cyber security and contractual obligation for privacy of information with our Non-Government Organisation partners is being undertaken across NSW.
- Ministerial Advisory Committee for Rural Health (MARCH) – meeting held at TTH on 7 May 2018 being the first one for the new look MARCH membership. Mr Jones attended the meeting to present on the Winter Program developed in partnership with NCPHN.
- Update on Immunisation Strategies – the Board noted the report from Mr Paul Corben, Director Public Health regarding immunisation strategies across NNSW LHD. The Board Chair requested a copy of this report be forward to Ms Elizabeth Koff and Ms Kerry Chant, Deputy Secretary of NSW Health.
- Healthy Food and Drink in NSW Health Facilities for Staff and Visitors Framework – Mr Jones referred to the letter from Dr Kerry Chant, Chief Health Officer and Deputy Secretary Population and Public Health on the commitment of NNSW LHD to remove 100% of sugary drinks from all food outlets across the LHD.
- Rural Formulary Project - an initiative of the Rural Chief Executive Group to establish a single rural formulary for the implementation of eMeds instead of retaining the current 6 Individual formularies to reduce clinical risks associated with multiple formularies and obtain system efficiencies in drug/stock management.

ACTION:

Mr Jones is to forward a copy of the update on immunisation strategies report from Mr Paul Corben, Director Public Health to Ms Elizabeth Koff, Secretary and Ms Kerry Chant, Deputy Secretary NSW Health.

5.1.10 Important Meetings/ Diary Commitments

NNSW LHD Quality Awards Night is scheduled for Friday 15 June 2018 at the Twin Towns Services Club in Tweed Heads.

5.1.11 Questions for the Chief Executive without Notice

- Mr Jones provided an update on a recent event at an LHD Mental Health Unit. Discussion followed on whether there may be a need to instigate an External Review. Mr Jones advised that this incident will be investigated as a Reportable Incident and progress to a Root Cause Analysis investigation.

- The Board Chair requested a copy of the technical report on re-admissions which he will discuss with Dr Hutton.
- Mr Jones reported the MOH Performance Review Meeting held on 29 May 2018 was positive with a zero result being maintained. The budget is still being maintained even though there has been an increase in activity and resultant expenditure. However, concerns still remain around revenue shortfall.
- Mr Jones is to provide information concerning definitions on surgical separations as there appears to be conflicting information provided in the surgical dashboard report.

ACTION:

Mr Jones is to provide advice in his June report on the definitions on surgical separations as indicated in the recent MOH surgical dashboard report.

The Board **ENDORSED** the Chief Executive's Report.

Professor Susan Nancarrow left the meeting and has re-joined via teleconference.
Mr Michael Carter left the meeting.

5.2 Committee Minutes (discussed on exception basis otherwise noted)

5.2.1 Health Care Quality Committee (HCQC) – 8 May 2018

Dr Ogg, Chair, HCQC provided a verbal report of the HCQC Meeting held on 8 May 2018.

Dr Ogg reported the issue of discharge summaries was raised and noted that this had been discussed under item 2.3.2.1.

Dr Ogg referred to the Radiation Safety Committee Report and the need for more clarity, narrative and interpretation around the raw data and percentages to be provided in the HCQC papers.

The Board noted the HCQC Meeting Minutes of 8 May 2018.

5.2.2 Finance and Performance Committee (F&PC) – 23 May 2018.

Mr Humphries provided a verbal report of the F&PC meeting held 23 May 2018.

Mr Humphries informed the Board that our April YTD Expense result is \$43K favourable and it is expected it will remain within its expense allocation for 2018. Own Source Revenue still remains a concern with deteriorating results in TMF, DVA and MAA and 2018/19 budget discussions continue with MOH.

Mr Skinner advised The Treasury and MOH recently announced they will review revenue targets. More information is to be forthcoming on the scope of the review. However, initial advice indicates that it will be based on practical and actual base lines for each District.

Mr Jones reported that recent correspondence from MOH advises there has been a determination made on a wage increase of 2.5% for FFS VMO's which is to be backdated to January 2017. Mr Skinner is undertaking an analysis of the impact of this decision for NSW LHD as it will be significant.

Following discussion on changes to the definition to TTH from rural to metropolitan and the associated cost impact for the LHD, Mr Jones is to consider any benefits in corresponding with Dr Tony Sherborn, Chief Executive Independent Hospital Pricing Authority.

The Board noted the F&PC Meeting Minutes of 23 May 2018.

5.2.3 Medical and Dental Appointments Advisory (MDAAC) Committee – 10 May 2018.

Dr Tyson provided a verbal report of the MDAAC meeting held on the 10 May 2018.

The resignation of Dr Frank Wagner, Staff Specialist (0.25fte) Pain Management Clinic LBH was noted, however he will remain as a VMO in medicine.

The Board noted the MDAAC Meeting Minutes of the 10 May 2018.

5.2.4 Health Services Development Committee (HSDC) – 12 April 2018

The Board noted the HSDC Minutes of 12 April 2018 and the verbal report provided to the 2 May 2018 Board meeting.

The Board Chair advised on the joint submission between NSW LHD and Hunter New England LHD for funding to build a new HealthPost at Tabulam.

The Board noted the HSDC Minutes dated 12 April 2018.

5.2.5 Audit and Risk Committee (ARC)– next meeting 22 June 2018.

The Board noted the next ARC meeting will be held on the 22 June 2018.

5.2.5(a) Audit and Risk Committee (ARC)– Special Financial meeting – 16 April 2016.

The Board noted the Special Financial Audit and Risk Committee Minutes were discussed at the 2 May 2018 Board meeting.

Mr Jones reported the Hepatitis C Program was scaling back this year resulting in a significant reduction in drug costs compared to the same period last year.

The Board noted the Special Financial Audit and Risk Committee Minutes held on 16 April 2018.

5.2.6 Clinical Council (CC) – 1 May 2018.

The Board noted the Clinical Council Minutes dated 1 May 2018.

Following a request from the Board Chair, Ms Weir indicated the Clinical Engagement Forums will now be referred to as Staff Engagement Forums.

The Board noted the Clinical Council meeting Minutes dated 1 May 2018.

5.2.6(a) Clinical Council (CC) – 20 March 2018 – Combined Meeting Dinner.

The Board noted the Clinical Council Combined meeting Minutes held on 20 March 2018.

5.2.7 Community Engagement Advisory Council (CEAC) – next meeting 18 June 2018.

The Board noted the next CEAC meeting will be held on the 18 June 2018.

5.2.8 Medical Staff Executive Council (MSEC) – date to be advised

The Board noted the next MSEC meeting date is yet to be advised.

5.2.9 Aboriginal Partnership Meeting (APM) – next meeting 6 August 2018.

The Board noted the next APM meeting will be held on the 6 August 2018.

5.2.10 Mental Health Forum (MHF) – 4 June 2018.

The Board noted the next MHF meeting will be held on the 4 June 2018.

5.2.11 Research Strategic Advisory Committee (RSAC) – 8 May 2018.

Professor Nancarrow provided a verbal report on the RSAC Minutes of the 8 May 2018.

The Board **ENDORSED** the RSAC Terms of Reference.

Moved: Dr Allan Tyson

Seconded: Dr John Moran

CARRIED

The Board noted the RSAC Minutes of 8 May 2018.

5.2.12 Drug and Alcohol Community Advisory Committee (DACAC) – next meeting 14 June 2018.

The Board noted the next DACAC meeting will be held on 14 June 2018.

5.2.13 NNSW LHD Health Emergency Management Committee (HEMC) – 14 May 2018.

The HEMC Minutes of the 14 May 2018 Board meeting are to be resubmitted to the 25 July 2018 Board meeting due to Dr John Griffin's absence.

6. Matters for Noting/Information (discussed only on exception basis)

6.1 Major correspondence

There was no major correspondence for noting.

6.2 NNSW LHD Seal

There were no items requiring the NNSWLHD Seal to be applied.

6.3 Updated Board Calendar

The Board noted the updated 2018 Board Calendar.

6.4 Other matters for noting

6.4.1 Leading Better Value Care Quarter 1 & 2 2017

The Board noted the information provided in the brief on Leading Better Value Care report.

Following a query from the Board Chair, Ms Vicki Rose is to provide advice on whether the data in the report on the number of separations for falls in NSW LHD is correct.

ACTION:

Ms Vicki Rose, Director of Integrated Care and Allied Health is to provide advice on whether the data in the report on the number of separations for falls in NSW LHD is correct.

6.4.2 Value Based Health Care

Ms Rose gave a brief overview of the document and informed of the changes from Leading Better Value Care to Value Based Care, that now incorporates Integrated Care.

The Board noted the information contained in the report.

6.4.3 Update on Corporate Governance Plan Development

The Board noted the information contained in the Update on Corporate Governance Plan Development.

6.4.4 Update on Essentials of Care

The Board noted the report is to read the 'Essentials of Care' and not 'Excellence of Care'.

Ms Byrne advised of the excellent work of several staff across the LHD and at state level. The Keynote speaker, Professor Brendan McCormack spoke on having staff flourishing through culture.

NNSW LHD nursing staff provided a presentation titled, 'Quilting for Each Other' regarding the difficulties of the transitioning of the LBH Women's Service Unit in 2015-2018. This included obstacles to the transition and associated issues following storm damage to the maternity pod.

General discussion followed around the dissemination of research information to staff.

Mr Jones referred to advice from Ms Katharine Duffy that information on the work from the Essentials of Care Showcase has been forwarded to LHD networks. Additionally, Dr Alex Stephens, Director of Research is in the process of creating a portal for staff to access information in one 'go to place'.

7. Meeting Finalisation

MINUTES OF THE MEETING OF THE NORTHERN NEW SOUTH WALES LOCAL HEALTH DISTRICT BOARD HELD ON WEDNESDAY 30 MAY 2018 AT THE TWEED HEADS HOSPITAL, POWELL STREET & FLORENCE STREET TWEED HEADS, COMMENCING AT 9.00AM.

7.1 Next Meeting

27 June 2018

The Grafton Base Hospital Boardroom – 9.00am – 1.00pm

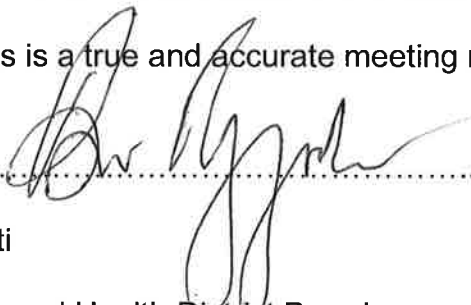
Mr Humphries gave a brief overview of the meeting, reporting on robust discussions and noting the informative details in the Chief Executive report and that there had been more interaction from the Executive which is always constructive.

7.2 Meeting closed

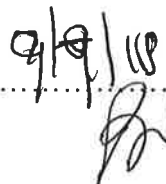
There being no further official business, the Chair declared the meeting closed 1.08pm.

I declare that this is a true and accurate meeting record.

Signed



Date



Dr Brian Pezzutti
Chair

Northern NSW Local Health District Board