



Colin F Meng
Chair

Hospital and Health Board

Mr Darryl Camilleri
(Deputy Chair)

Mr David Aprile

Prof Richard Murray

Mr Tom McMillan

Mrs Laura Veal

Mr John Nugent

Dr Helen Archibald

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Board Meeting Summary

Meeting date: Thursday, 17 December 2015

Location: Boardroom, Mackay Base Hospital

Attendees: Colin Meng (Chair); Darryl Camilleri; David Aprile; Helen Archibald; Tom McMillan; John Nugent; Laura Veal; Richard Murray

Apology: Nil

Invitees: Clare Douglas (Chief Executive); Julie Rampton (Executive Director Teaching, Training and Research, and District Director Nursing Services); Janet Geisler (Acting Board Secretary)

Matters dealt with at the meeting included:

1. The approval of the MHHS Operational Plan – January 2016 to June 2016.
2. The approval of the Business Case for Surgery Waitlist Management 2015-2016.
3. The approval of the MHHS Service Agreement 2013/2014 – 2015/2016 Deed of Amendment December 2015.
4. The approval of the Memorandum of Understanding with Tropical Australia Academic Health Centre.
5. The approval of the Memorandum of Understanding with Northern Queensland Primary Healthcare Network.
6. Noting the recommendations of the MHHS external Food Service Review.
7. An update on the status of the Mackay Digital Hospital Program.

Dr Helen Archibald presented an overview of the Patient Safety forum and workshops attended in Brisbane on 3-4 November 2015 including discussing strategies to sustain small and vulnerable services, the need for transparency, training of junior clinical staff, and teaching patients to ask questions.

Executive Director Teaching, Training and Research & District Director Nursing Services delivered a presentation on the portfolio discussing key functions of Nursing Director, Education and Training (Clinical and Corporate), Orientation and Induction, Research, Consumer Engagement, and Occupational Violence Prevention. The Board thanked the Executive Director for the presentation acknowledging the achievements and noting the portfolio's current and future focus.

There was one Board Committee meeting held over the past month. The Board noted the meeting minutes of the Finance Committee in December 2015.

Finance

- Finance Report – November 2015: MHHS in a good financial position at YTD with an operating surplus with activity above target.

All Executive reports were noted and accepted by the Board.