
**Summary of the key issues discussed and decisions made by the Board
Townsville Hospital and Health Board Meeting
15 December 2014**

The thirty-second meeting of the Townsville Hospital and Health Board (THHB) was held on 15 December 2014 at The Townsville Hospital. The meeting was chaired by Mr John Bearne and the Board members in attendance were:

Mr John Bearne (Chair)

Mrs Michelle Morton (Deputy Chair)

Mr Glen Cerutti

Dr Eric Guazzo OAM

Mrs Lyn McLaughlin

Mrs Susan Phillips

Ms Helen Towler

Mr Donald Whaleboat

The Board received apologies from Dr Kevin Arlett and Prof Ian Wronski AO

The Board approved the Minutes of the Previous Meeting and the Register of Incoming and Outgoing Correspondence. The Board received an update from the Chair, including discussion on the Length of Service Awards and the opening of the Beryl Castors Home and Community Care Centre on Palm Island. The Board received an update from the HSCE, including feedback from the December 2014 Senior Management Team Meeting.

The Board approved a recommendation for the HSCE to sign a contractor agreement for the distribution of funds to health providers to support medical services in remote areas, noting that the contractor has been selected by the Commonwealth Government as the sole fund holder in Queensland.

The Board approved the HSCE to sign an assurance that Townsville HHS will not make alternate insurance arrangements or undertake its own review of insurance arrangements while Queensland Health is participating in a whole of government framework designed to secure the best possible price for insurance. The Board noted that Townsville HHS has only recently renewed its insurance policy and gave its approval on that basis until the end of the 2014/2015 financial year.

The Board heard from the Townsville HHS Director of ICT regarding the progress of integrated electronic medical records (ieMR). The Board approved the business case for funding as presented for submission to the Portfolio Board.

The Board approved the November 2014 Chief Finance Officer's Report and Financial Information Pack, noting a \$1.7 million dollar surplus for the month.

The Board discussed and agreed that the Townsville HHS should continue its current involvement in the primary health sphere without participating in bid to manage a Primary Health Network. The Board prioritised its continuing commitment to the best outcome for the local community.

The Board noted the fifth biennial report of the Chief Health Officer Queensland – *The Health of Queenslanders 2014*. The Board discussed and agreed that that preventative health in primary health care should be a major strategic initiative to relieve the burden of poor health on the Townsville HHS.

The Board noted a draft of the Medical Workforce Report and agreed that a further draft will be presented to the 23 February 2014 Board Meeting via the Executive Sub-Committee. The Report will ultimately form part of the overall workforce plan for the Townsville HHS.

The Board noted the unendorsed minutes of the Executive Sub-Committee Meeting held on 3 December 2014 together with updates on the Professional Standards Assessment Committee, the National Emergency Access Target, Mandatory Training and Cultural Practice Program, and Renal Repatriation. The Board approved the Townsville HHS OHS Report, Townsville HHS Performance Report, and HR Services Report.

The Board noted the unendorsed minutes of the Audit Sub-Committee Meeting held on 8 December 2014 together with an update on Risk Management. The Board approved the internal audit reports prepared pursuant to the Townsville HHS Internal Audit programme.

As part of its commitment to exercising good governance, the Board approved new Terms of Reference for itself and for its Audit and Executive Sub-Committees. The Terms of Reference were developed from a template approved at its 25 August 2014 meeting after careful consideration and are already implemented for the Finance and Safety & Quality Sub-Committees. The Terms of Reference cover such matters as the Sub-Committee's purpose, authority, membership, decision-making, guiding principles, reporting, and administrative arrangements.

Next Meeting

- The next meeting is proposed to be held on 27 January 2015 at The Townsville Hospital.

This summary of key issues discussed and decisions made is approved for publishing by the Chair of the Townsville Hospital and Health Board and does not form or represent any part of the minutes of the meeting.