
**Summary of the key issues discussed and decisions made by the Board
Townsville Hospital and Health Board Meeting
23 February 2015**

The thirty-fourth meeting of the Townsville Hospital and Health Board (THHB) was held on 23 February 2015 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)
Dr Kevin Arlett
Mr Glen Cerutti
Dr Eric Guazzo OAM

Mrs Lyn McLaughlin
Mrs Susan Phillips
Ms Helen Towler
Mr Donald Whaleboat
Prof Ian Wronski AO

The Board has as part of its Work Plan an annual group performance evaluation in line with its commitment to good governance. Following on from his attendance at the January meeting, the Board welcomed Mr Stephen Cullen from leading Board governance consultancy firm Board Matters, to observe the meeting so that he may prepare a Board evaluation report.

The Board approved the Minutes of the Previous Meeting and the Board Correspondence Register. The Board received a standing report from the Chair and resolved in principle to convene strategic planning sessions with a particular focus on workforce planning and community engagement. The Board received a standing report from the Health Service Chief Executive including a report from the February 2015 Senior Management Team meeting.

The Board approved the January 2015 Chief Finance Officer's report, noting a \$4 million surplus for the month. On the recommendation of the Finance Sub-Committee, the Board approved the Townsville HHS to enter into new contracts for the supply of cardiovascular, orthopaedic reconstruction, and orthopaedic trauma equipment, noting extensive clinical engagement in the contract negotiation process. The Board discussed the forecast and resolved to increase expenditure to meet demand, in line with its priorities of sustainable services and community access to services. The Board approved the Chair to sign the Window 1 Deed of Amendment to the Service Agreement for submission to Queensland Health. The Board approved an executive plan for capital expenditure in line with the direction previously set by the Board which provides funding for the IT Digital Hospital Business Case approved by the Board at its December 2014 meeting.

The Board approved the Townsville HHS Performance Report for December 2014 and congratulated all those Townsville HHS staff involved in the excellent National Emergency Access Target latest results.

The Board noted that Townsville HHS Risk Champion Training has now been successfully completed and approved a new schedule for risk reporting to the Board and its Sub-Committees. The Board approved internal audit reports on workforce planning and controlled drugs management.

The Board invited Townsville HHS OHS Manager, Mr Phillip McIntosh, to the meeting to present a safety-focussed workshop. These workshops are held on a six-monthly basis pursuant to the Board's work plan to address its due diligence obligations. This

workshop focussed on emergent issues and the Board agreed that its next workshop will focus on the development of a Townsville HHS healthy lifestyles programme.

The Board noted a number of reports including a report from the Executive Director of Medical Services closing out the doctors' contracts process; the final ACHS Surveyors' report confirming Townsville HHS has successfully met all mandatory standards for Accreditation; a clinical incident report on falls; the Human Resources and Engagement report; and a report from Board member Glen Cerutti on his recent Electronic Medical Records site visit to the Victorian Auditor-General's Office and Austin Hospital, Melbourne.

The Board noted the unendorsed minutes of THHB Audit Sub-Committee Meeting #19, 9 February 2015; THHB Safety & Quality Sub-Committee Meeting #14, 29 January 2015; THHB Executive Sub-Committee Meeting #19, 11 February 2015; and the THHB Finance Sub-Committee Meeting #27, 16 February 2015.

Next Meeting

- The next meeting is proposed to be held on 23 March 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.