

# HNECC Board Meeting Executive Summary – 8<sup>th</sup> April 2019



<b>Meeting name: HNECC Board of Directors</b>		
<b>Date:</b> 08/04/2019	<b>Time:</b> 10.00am	<b>Venue:</b> Chittaway Bay

## Acknowledgement of Country: Jane Schwager delivered the Acknowledgement of Country

Confirmation of previous Board Meeting Minutes	The minutes of the Meeting held on 11 <sup>th</sup> February 2019 were accepted as a true and accurate record
Chair's Introduction	<ul style="list-style-type: none"> <li>Feedback was provided from the recent meeting with Michael Lambert.</li> </ul>
CEOs Report	<ul style="list-style-type: none"> <li>The CEO Report was tabled, and a summary of the current key items was provided.</li> <li>It was noted that there has been significant interest in the HNECC Grants Program.</li> <li>It was advised that the timing on the implementation of the QI PIP has been pushed back by the Department to 1st August 2019.</li> <li>A summary was provided on the recently announced Trusted Advocates funding and trial. It was advised that the Government has selected Scone as the trial site.</li> </ul>
Staff Engagement Survey	<ul style="list-style-type: none"> <li>Briefing Paper on the results from the recent Best Practice Australia Staff Engagement Survey was tabled along with a snapshot of the results and summary At A Glance report.</li> <li>It was noted that the PHN has maintained a Culture of Success.</li> </ul>
Drought Response Update	<ul style="list-style-type: none"> <li>An update on the HNECC Drought Response and grants was tabled.</li> <li>The branding of the approved grant projects was discussed, and it was advised that HNECC has developed co-branding guidelines for consultation with all service providers.</li> </ul>
Brand Audit and Value Proposition	<ul style="list-style-type: none"> <li>Briefing Paper on the Brand Identity project was tabled along with the Vision and Values Proposition Report.</li> <li>The Board endorsed the report and work to date and next steps were discussed and endorsed.</li> </ul>

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Early Start Program	<ul style="list-style-type: none"> <li>• Briefing Paper on the Early Start Program was tabled, and summary of the project was provided.</li> <li>• There was discussion in relation to the nominated sites and it was advised that initial sites had been selected, following consultation with the Health Planning team.</li> <li>• The PHN's role in the program was discussed along with the potential outcome measures for the project.</li> <li>• The Board agreed that the Facilitating Partners be supported and encouraged to have a narrow and targeted focus on outcomes measures for the community.</li> </ul> <p><b>MOTION:</b> That the Board endorses the Early Start Program proposal for implementation. <b>Motion unanimously CARRIED</b></p>
Strategic Performance Measures	<ul style="list-style-type: none"> <li>• Briefing Paper on proposed Strategic Performance Indicators was tabled and discussed.</li> <li>• The Board endorsed the Primary Care Improvement and HealthPathways Indicators as recommended by the SQP Committee.</li> </ul> <p><b>MOTION:</b> That the HNECC Board endorses the Primary Care Improvement and HealthPathways Strategic Performance Indicators as recommended by the SQP Committee. <b>Motion unanimously CARRIED</b></p>
Updated Policies	<ul style="list-style-type: none"> <li>• Briefing Paper on the Board Policy Updates was tabled and feedback was provided.</li> </ul> <p><b>MOTION:</b> That the HNECC Board endorses the amendments, with the inclusion of feedback provided to the Board Charter, Board Code of Conduct, Director Induction Checklist and Board Professional Development Policy as tabled. <b>Motion unanimously CARRIED</b></p>
Finance Report	<ul style="list-style-type: none"> <li>• The Financial Statements for the period ended 28 February 2019 were tabled and a summary from the FAR Sub-Committee meeting was provided.</li> </ul> <p><b>MOTION:</b> That the HNECC Board endorses the Financial Statement for the period ended 28 February 2019. <b>Motion unanimously CARRIED</b></p>
Risk Report	<ul style="list-style-type: none"> <li>• The Risk Report was tabled and noted.</li> </ul>

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Key Recommendations – Clinical Councils & Community Advisory Committees	<ul style="list-style-type: none"><li>• The key recommendations from the Clinical Councils and Community Advisory Committees were considered, discussed and endorsed.</li></ul>
Board Committee Key Issues	<ul style="list-style-type: none"><li>• Noted.</li></ul>
Upcoming Board Decisions and Events	<ul style="list-style-type: none"><li>• Summary of upcoming Board Decisions and Events was tabled and noted.</li></ul>
Correspondence	<ul style="list-style-type: none"><li>• Executive Correspondence was tabled and noted.</li></ul>