

HNECC Board Meeting Executive Summary – 6th April 2020



Meeting name: HNECC Board of Directors		
Date: 06/04/2020	Time: 10.00am	Venue: via Skype for Business

Acknowledgement of Country – Jane Schwager

Confirmation of previous Board Meeting Minutes	The minutes of the Meeting held on 10 th February 2020 were accepted as a true and accurate record
Chair's Introduction	<ul style="list-style-type: none"> The significant work involved in the HNECC response to COVID-19 was acknowledged and appreciation was expressed. Feedback from the 5th International Health Care Reform Conference was provided.
CEOs Report	<ul style="list-style-type: none"> The CEO Report was tabled, and summary of the key COVID-19 work was provided. It was noted that core business is still occurring along with the pandemic response work and the PHN team has been extremely active. Risks in relation to potential loss of Primary Care clinicians during the pandemic were raised and it was advised that HNECC has developed an EOI for surge workforce and risks have been included in the risk matrix. Key areas of COVID-19 response work were discussed including: <ul style="list-style-type: none"> Community Respiratory Clinics PPE distribution Status Capacity Tracker – designed for Aged Care facilities and General Practice Workforce Support – in conjunction with RDN, and including heat mapping of single practice towns Telehealth support Joint discussions with both LHDs regarding Aged Care workforce coverage – noting this an area of high risk
COVID-19 Response	<ul style="list-style-type: none"> A Briefing Paper on the HNECC overall COVID-19 Response was tabled and discussed. <p>MOTION: That the Board endorses the HNECC PHN's overall COVID-19 response. Motion unanimously CARRIED</p>
Commissioned Service Provider Performance	<ul style="list-style-type: none"> A Briefing Paper on Commissioned Services Performance was tabled and discussed. <p>MOTION: That the Board endorses Option 1 in the paper. Motion unanimously CARRIED</p>

HNECC Board Meeting Executive Summary – 6th April 2020

Emergency Operations Centre	<ul style="list-style-type: none"> • A Briefing Paper on the HNECC Emergency Operations Centre (EOC) was tabled and discussed. It was advised that the EOC aims to focus efforts collaboratively with HNELHD and CCLHD. <p>MOTION: That the Board endorses the establishment and activation of a Pandemic Emergency Operations Centre. Motion unanimously CARRIED</p>
Board Preparedness	<ul style="list-style-type: none"> • A Briefing Paper on COVID-19 Board Preparedness was tabled and noted. <p>MOTION: That the Board endorses the Director's compliance requirements when the Business Continuity Plan and Pandemic Policy have been enacted. Motion unanimously CARRIED</p>
HNECC Internal Operations	<ul style="list-style-type: none"> • A Briefing Paper on the HNECC Internal Operations was tabled and noted.
Board Strategic Scorecard	<ul style="list-style-type: none"> • The Board Strategic Scorecard was tabled and noted. • The Board acknowledged the excellent work and significant increase in workloads for the HealthPathways staff.
Finance Report	<ul style="list-style-type: none"> • The Financial Statements for the period ended 29 February 2020 were tabled and a summary was provided. <p>MOTION: That the HNECC Board endorses the Financial Statements for the period ended 29 February 2020. Motion unanimously CARRIED</p>
Risk and Compliance Report	<ul style="list-style-type: none"> • The Risk and Compliance Report and Risk Heap Map were tabled along with: <ul style="list-style-type: none"> - COVID-19 Response Risk Plan - Business Continuity Risk Plan - Clinical Risk Plan
Marketing, Engagement & Strategy	<ul style="list-style-type: none"> • The Marketing and Media Update was tabled and noted.
Key Recommendations – Clinical Councils & Community Advisory Committees	<ul style="list-style-type: none"> • The key recommendations from the Clinical Councils and Community Advisory Committees were tabled, considered and responses endorsed.