

*P= Present T =Teleconference A =Apology V = Videoconference Ab = Absent PR = Proxy Attended*

<b>TERMS OF REFERENCE COMMITTEE MEMBERS</b>	<b>Position</b>	<b>Attendance</b>
<b>Kay Hyman</b>	<i>[Chair] Chief Executive, NBMLHD</i>	V
<b>Jacqui Clark</b>	<i>Director, People and Culture</i>	V
<b>Cathy Crowe</b>	<i>Director, Community and Integration</i>	A
<b>Julie Williams</b>	<i>Executive Director, Nursing and Midwifery</i>	V
<b>Karen Arblaster</b>	<i>Director, Allied Health and Community Programs</i>	A
<b>Helen Parsons</b>	<i>District Director Medical Workforce</i>	V
<b>Bronwyn Boyling</b>	<i>A/General Manager Lithgow Hospital</i>	A
<b>Elizabeth Harford</b>	<i>General Manager Blue Mountains Hospital</i>	V
<b>Matthew Russell</b>	<i>Acting, Director, Mental Health Services</i>	V
<b>Brett Williams</b>	<i>Director Hospital Services</i>	V
<b>Randal Millington</b>	<i>HSU</i>	V
<b>Alistair Ball</b>	<i>NSWNMA Organiser</i>	V
<b>Tiffany Tran</b>	<i>ASMOF</i>	V
<b>Rod</b>	<i>NSWNMA</i>	V
<b>Invitees</b>		
<b>Greg Driver</b>	<i>Manager, Workforce Services &amp; Performance</i>	V
<b>Peta Fedeli</b>	<i>District Manager Workforce Safety and Wellbeing</i>	V
<b>Paul Isaac</b>	<i>Representative for Redevelopment Manager</i>	V
<b>Andrew Teece</b>	<i>HSU Workplace Representative</i>	V
<b>Shabaz Saleemi</b>	<i>HSU Workplace Representative</i>	V
<b>Kerry Rodgers</b>	<i>NSWNMA Workplace Representative</i>	V
<b>Rodney Steward</b>	<i>NSWNMA Workplace Representative</i>	V
<b>Joannah Mitchell</b>	<i>Secretariat</i>	V

**1. WELCOME & APOLOGIES**

Acknowledgement of country provided by the Chief Executive

**Apologies:** Karen Arblaster, Peta Fedeli and Geoff Johnson.

**2. Chief Executive – NBMLHD Update**

The Chief Executive advised the committee members on the following:

- The Chief Executive advised the committee member for the LHD Covid-19 has been a very hot topic over the last 6 months. The situation has vastly improved, to date 9 in patient care, 2 in ICU and 218 in home care.
- The LHD is planning for the new normal, increasing elective surgery, CAT2 and CAT3 are to be completed as soon as we reach the cap of 75%. Presently the LHD are unable to do this in house, however, the LHD will be working as soon as we can to 100%. The HSU asked when the LHD will envisage this will take place. The CE advised from 25.10.2021 and will look at the step increases from there.
- For Outpatient activity telehealth will be a consideration for the future.
- An Announcement is expected for 5-11 years olds for vaccination. Also a 3<sup>rd</sup> does of the vaccination will be provided for those who are severely immunise compromised.
- The LHD is leasing short term services to assist with the influx.
- The LHD is working as quickly as possible to return all staff to their normal duties.
- It has been almost over a week since freedom day, presently COVID matters are looking positive hoping it remains that way.
- Nepean Redevelopment of Tower 1 has continued to move along well, although a small construction delay to due COVID, revised go live date is now May 10, 2022.
- Due to the summer break the migration to the Tower is planned after the break and October will be the 2<sup>nd</sup> tranche of staff to migrate.
- The Health Services Union have had a tour of the new building. The HSU advised as far as major constructions for a hospital the Nepean Redevelopment is very good.

- The Chief Executive advised she has walked through the building and it has a lovely sense of space, the positions of the windows, staff facilities, and patient facilities. The CE noted this is going to be fantastic for our staff and patients, and is absolutely certain, staff will be very happy when they settle in.

### **3. MINUTES OF PREVIOUS MEETING**

- The Minutes from the previous meeting July 2021 were accepted

### **4. ACTIONS ARISING FROM THE PREVIOUS MINUTES**

- Julie Williams to send the Annual Leave memo to the NSWNMA - **Close**
- DPC to follow up on the recruitment times for the NR **Close**
- Belinda Gow to contact ASMOF to discuss concerns regarding secondary employment-**Close**.
- DPC to provide data of staff fit testing to union within two weeks- **Close**
- DPC to advise union if fit testing is provided to night shift staff - **Close**
- DPC to look into the incident re COVID positive patient in the ED and information to be provided to the HSU – **Close**
- DPC to provide breakdown of the number of Doctors employed at NBMLHD For ASMOF-
- 19 career medical officers, 390 JMO'S, 321 staff specialists, 371 VMO'S, Clinical academics 3 and visiting dental officers 7 - **Close**
- Tiffany Tran to provide information to Director P&C for National Drs Day by Jan 2022- **Close**.

### **5. Standing Items**

#### **5.1 Health Services Union noted the following:**

- The HSU advised the committee member they are very happy with matters and how they are progressing. BMDAMH issues re Radiography, the HSU Belinda Gow is very cooperative and provided assistance with a USCC.
- Nepean Radiology – Questioning the number of years staff need to be employed to be appointed as a permanent staff member
- Meal breaks for security staff is still a matter for the LHD. DPC advised this matter will be discussed off line.
- HSU noted they are not included in staff orientation.
- Shahbaz Saleemi noted 5 security staff were recently close contacts, requested to isolate, however using their own sick leave. LHD to consider leniency for staff who are working whilst considered close COVID contacts.
- The LHD advised the committee members the information regarding non-vaccinated staff:
  - **65** Show Cause letters
  - **5** Under investigation
  - **3** Received the first dose and have returned to work. **15** Staff in total returned to work.
- CE thanked everyone who has been vaccinated. 98% for NBMLHD

**Action: DPC advised Security Staff Meal breaks to be discussed off line with Union and Orientation to be discussed with ETS.**

#### **5.2 NSW Nurses and Midwifery Association noted the following:**

- The NSWNMA advised about the ongoing issues with the Lithgow duress system. Noting has been raised at the JCC previously, also noting that it a long term matter.
- The NSWNMA requested for a Nepean Redevelopment walkthrough of Tower 1 to be organised.
- The NSWNMA requested for on-going consultation regarding the Nepean Redevelopment.

**Action: LHD to organise a walk through the Nepean Redevelopment Tower 1**

**Action: LHD to organise Nepean Redevelopment meeting for NSWNMA USCC**

#### **5.3 ASMOF**

- ASMOF requested for the staff numbers for Doctors who have been advised of show cause for non-vaccinated staff. Belinda Gow advised all Doctors are vaccinated and therefore none of the Doctors for NBMLHD have received Show Cause documentation.

#### **5.4 Nepean Redevelopment – Paul Isaac reported and provided the Committee members with an update:**

- A presentation was shown to the committee members noting:
  - Artists impression of Stage 1 and Stage 2
  - Aerial view of Stage 1

- Also noting the following:
  - Internal Atrium Courtyard
  - NICU play area located near the bridge
- The go live date for Stage 1 is 10.5.2022
- Stage 2 detailed design planning work will very much underway
- Decant planning in process
- USCC NR meetings are taking place monthly
- The Chief Executive thanked the Nepean Redevelopment Team.

**6.**

**WHS & USCC Meetings**

**6.1 WHS – Report noted.**

- IMMS decreased
- Nursing is reporting a rise of a number of incidents
- The Chief Executive noted with the IMMS decreasing, this could be concern as perhaps matters are not being reported. Peta Fedeli noted numbers may be decreasing as staff are and have been working from home.

**6.2 USCC Reports/Minutes : Minutes noted**

**Minutes:**

- **Nepean Hospital**
- **Blue Mountains**
- **Mental Health**
- **Lithgow**

**7. Business without notice**

- Health Fleet Telematics as raised by the DPC for noting the MoH are embarking on this system for staff safety when conducting patient home visits. This systems also provides information regarding the vehicles fuel consumption and how the vehicle is being driven. The LHD will be working with the MoH to launch this new system and install in the LHD's vehicles. DPC advised further information will be provided at future Joint Consultative Committee meetings. The Chief Executive noted this is a great incentive for our staff.
- NSWNMA referred to the Mental Health USCC minutes provided, referring to item 4.5 dot point 2. The questions was raised regarding staff being placed in different areas, now that BAU has commenced are staff being placed in their correct area?. Matthew Russell advised initially due to the infection control staff were working in other areas, however now staff are being organised to return to their official work area.
- The Chief Executive thanked the committee members for their attendance, meetings for 2022 will be organised.

**NEXT MEETING: 4 March 2022**

**Meeting closed at 9.43am**