

Western NSW Local Health District

Mental Health, Drug & Alcohol Services HSU and NSWNMA Joint Consultative Committee
Meeting
Large Meeting Room, Barwon Building, Bloomfield Campus or via Teams
Wednesday 21 Feb 2024, 13:30 — 15:00 AEDT

- Present:**
- | | |
|------------------|--|
| Helen McFarlane | Director MHDA |
| Sharon McIntyre | MHDA Director of Nursing |
| Danielle Leahey | A/MHDA Hub Manager, Dubbo & Region |
| Joshua Spicer | MHDA Hub Manager, Bathurst & Region |
| Carol Vesey | Business Manager MHDA |
| Zelda Giblett | Organiser HSU NSW |
| Tracey Coyte | NSWNMA |
| Mat Grant | Secretary Mid Western MHB (Bloomfield) NSWNMA |
| Gail Owens | HSU Rep |
| Jillian Duclos | HSU Member Representative |
| Samuel Baylis | President Mid Western MHB (Bloomfield) NSWNMA |
| Alan Weatherburn | NSWNMA Mid Western Health Branch Ass Secretary |
| Sue Kerwick | For Kristen Szulik, MHDA Hub Manager Orange & Region |
| Annie Dwyer | HR Partner |
| Shaun McNiven | Business Manager MHDA |
- Absent:**
- | | |
|------------------|--|
| Eamonn Corvan | NSWNMA Branch Member, Mudgee |
| Roseann Slattery | Branch Secretary Central West CMHDA NSWNMA |
- Apologies:**
- | | |
|------------------|---|
| Tiffany Charlton | Human Resources Manager |
| Vicky Scott | Hub Manager Dubbo & Regions |
| Ashleigh Randall | A/Allied Health Manager |
| Bryan Billington | HSU Representative |
| Kristen Szulik | MHDA Hub Manager, Orange & Region |
| Danielle Leahey | A/Innovation & Performance Manager, MHDA |
| Joyce Muriithi | DDON Non Acute Services |
| Nicole Mason | NSWNMA |
| Samantha Penrose | NSWNMA Mid Western Health Branch Vice President |

- 1 Acknowledgement of Country and Introduction**
By Helen McFarlane
- 2 Apologies and attendance**
As per listing above.
- 3 Confirmation of previous minutes - 13 December 2023**
The minutes of the meeting held Wednesday 13 December 2023 were confirmed as a reasonable record of proceedings (Gail Owens/Zelda Giblett)
- 4 Action summary**

Action Summary from meeting 13 December 2023			
No	Action	By Whom	By When
5.1	Invite Shaun McNiven, Business Manager to the future meetings.	Secretariat	Complete

Summary Table of Outstanding Action Items from Previous Minutes				
Meeting Date	Item No	Item	By Whom	By When

5 Standing Items

5.1 Update from MHDA Executive

Danielle Leahey, A/Hub Manager, Dubbo & Regions:

- The Dubbo MHDA Inpatient Units underwent their first SNAAP today.
- Vacancies continue with incentive applications for a number of positions progressing.

Sue Kerwick for Kristen Szulik, Hub Manager, Orange & Regions:

- ACCT – several vacancies advertising. RN and CNE interviews scheduled. Social Worker position has a recommended applicant, MH Clinician for SPOT and CNS Forensic are advertising.
- D&A Kite Street is currently fully staffed.
- Admin position has a recommended applicant and awaiting letter of offer.
- ICYF – several positions progressing including the Team Leader for maternity relief.
- RN CAMHS has a preferred applicant and the Clinical Leader, CAMHS is advertising
- MHEC are reviewing their vacancies
- Parkes/Forbes/Condobolin team have several vacancies. Awaiting advice on incentives applications for one role and no suitable applicants received for an RN position.
- Virtual Services Team have a peer worker and an eating disorders senior clinician advertising,

Sharon McIntyre, Director of Nursing:

- Very busy start to the year
- Inpatients has nearly all RN's positions filled
- Vacancies in EN's
- The new cohort of NGN's has commenced in inpatients and community
- 7 NGNs have been appointed from the 2023 cohort
- NGN's are given a permanent job at commencement but are employed by the District not MHDA.
- There have recently been a few cases of COVID on campus with staff and patients.

Helen McFarlane, Director Mental Health, Drug & Alcohol Services:

- Has been appointed Director, Mental Health, Drug & Alcohol Services
- Special Commission into ICE funding update. Virtual Community MHDA and Virtual Alcohol and Other Drug Consultation Liaison models of care are being developed. Kristen Szulik is one of the leads. Recruitment progressing for these teams.
- The 3 Aboriginal clinical lead position descriptions have had to undergo changes with classification and grading. With 3 attempts to progress it is hoped they will be able to advertise in the near future.
- It is now a requirement that any changes to MHDA position descriptions across the district need consultation with Sharon McIntyre for nursing, Danielle Leahey or Ashleigh Randall for Allied Health and both for multi-graded positions.
- If further input is required, Luke Marks will assist with further consultation for nursing and Angela Firth for allied health. Brett Meyers and Annie Dwyer will assist with HR/Workforce expertise.
- The Drug & Alcohol Internal review committee has been convened.

Ashleigh Randall, A/Allied Health Manager:

Ashleigh an apology for today's meeting but she provided an email update to be tabled as follows:

- After a long period of unsuccessful recruitment to the Pathways to Community Living level 3 social work position this has been converted temporarily for a period of 2 years to an exercise physiologist. This is an identified need in the service and it was recruited to successfully in the first round. This is a positive trial to the position as it provides the opportunity for career progression with the first senior EP position at Bloomfield.

- The clinical neuropsychology position has been recruited to successfully after a long period of recruitment, this is the first clinical neuropsychology position in the District and has been well received. As the first position an enormous amount of supervision and peer connection across districts has been put in place to ensure the staff member is supported.
- Ongoing recruitment to allied health positions continues across campus.

Josh Spicer, Hub Manager Bathurst & Regions

- As part of the Bathurst redevelopment MHDA Services will need to be relocated for 2 years. A number of options are being considered.
- Adult team Community MHDA will be relocated to top of Poole House with Older People's MH and CAMHS. The OPMH team may need to relocate to the Kelso office.
- D&A OTP will be set up in a purpose built demountable on health campus. There will be space allocated in the Hospital for the D&A counsellors.
- Panorama Clinic has an option to relocate to Wattle Grove on Bloomfield. There is still a lot of consultation that will be necessary including how this will operate, staff travel arrangements, times of travel, choices, options. Only in initial stages at this point. .
- Met with all the teams and the project lead to advise all the options available
- Annie Dwyer has been consulted re correspondence to Unions for member consultation.
- The Project Development team want the demolition to commence end of 2024 beginning of 2025.
- The Hospital will assist with consult room space.

Tracey Coyte tabled that the normal process is for the union to be consulted with by a union specific forum. Bathurst Health Service want to do this via a staff consultative committee while the Union believe a specific staff forum is required and would like to see a redevelopment specific union consultative committee convened.

Zelda Giblett agreed that this should be the process. There needs to be consideration of those staff who have carer responsibilities. What is planned regarding transport options, will staff use their own vehicles with mileage reimbursement or service vehicles.

Annie Dwyer confirmed that Tracey was speaking of arrangements by Bathurst Health Service as a whole and queried whether MHDA participate in that process or as a specific MHDA meeting as the issues are quite unique to the Bathurst Health Service experience.

Josh Spicer noted that he would prefer a specific meeting. Helen McFarlane agreed with a MHDA specific meeting.

No decisions have been made at this point of time other than the unit has to be relocated.

Annie, Zelda and Tracey will discuss further out of forum.

All present to note that this is confidential at this point, please do not discuss outside of those in this meeting.

Question raised: If Panorama staff work out of Wattle Grove will they be expected to work across the hospital? Responded that those are discussions that have to be held.

Helen tabled that activity is needed to be captured for Panorama Unit to continue funding.

Shaun McNiven, Business Manager:

- Shaun displayed the recruitment/vacancy spreadsheet. Zelda asked if a location could be included as well. Names are not needed.
- Include with the minutes.
- Can it be broken down into nursing and non-nursing?

Shaun advised that this is possible.

Action: Shaun McNiven

6 New business

6.1 Update Aboriginal Mental Health, Drug & Alcohol Coordinator role (recruitment)

Donna Stanley will be returning to this role on 11 March. She will continue working with the Primary Health Network part time until 5 May then return full time.

6.2 Aboriginal MHDA Clinical Leader Roles - update

The PD's have been rewritten twice and are now with grading.

Annie tabled that she had received an update today advising they were approved to progress and we will receive the formal advice soon.

Leisa Towers will sit on all the panels. Sharon will sit on Dubbo panel. James Hindman will also sit on all the panels.

6.3 Terms of Reference - review

Add MHDA Business Manager and with that change all present were happy to endorse.

6.4 Deputy Director of Nursing

Sharon McIntyre tabled that changes to the DDON position were being considered but had been put on hold and the vacant position readvertised.

The Turon NUM is vacant but advertising will be held temporarily while decisions regarding Wattlegrove are considered.

May is a very busy month for Bloomfield inpatient services:

MHDA nursing staff will be participating in the District Nursing forum on 8 and 9 May in Orange.

6.5 Amaroo Downer Staff

Zelda tabled that she had been spoken to by cleaning staff in Amaroo who raised concerns around being caught in corridors with patients while no staff were present. This is being raised at the meeting today with MHDA by Downer. Risk Assessment will be undertaken by the NUM and Mel Hinds.

6.6 NSWNMA, Local Branch, Representatives

NSWNMA – local branch raised the following points:

There have been several members reach out regarding changes to Rostering systems and that they would like to trail a hybrid.

IDAT is difficult as only 2 on the shift which means they are unable to do a hybrid. Will just do 12 hour.

There is a process to change and a need to accommodate those who still want to stay on an 8 and 10 hour roster.

12 hour set shifts 7.30 – 7.30.

The Union reps advised they did discuss with members.

Queried whether In Charge of Shift is only given to 12 hr shift not 8 hr? Preference would be 12 hr for leadership continuity.

Meal allowance for ICS is applicable to night shift only.

Queried whether MHDA have considered TAFE EN Transition to nursing placements. Sharon advised that this is at OBH but there has no interest in uptake for MHDA.

6.7 People Matter Employee Survey (PMES)

This year's PMES will run 19 Aug – 13 Sept

MHDA have been the first in the District to complete do their action plan

Presented at the Virtual Meeting to update staff.

Now developing plans for individual teams/hubs

6.8 Nurses Claim

Vote held across the state. Motion was passed for 4-1 ratio for adult acute only and will have to be worked through by Health. Will only affect Adult Acute.

AINS can only be employed permanently if included in the current FTE and 1 per shift, if not in the current FTE consultation is required

Tracey advised that she can bring back further clarification in relation to AA. **Action: Tracey Coyte**

7 Next meeting - Wednesday 17 April 2024, 1.30-3.00 pm

Action Summary from meeting 21 February 2024			
No	Action	By Whom	By When
5.1	Shaun will provide a vacancy spreadsheet for circulation with the minutes.	Shaun McNiven	With minutes
6.8	Vote held across the state. Motion was passed for 4-1 ratio for adult acute only and will have to be worked through by Health. Will only affect Adult Acute. Tracey advised that she can bring back further clarification in relation to AA.	Tracey Coyte	17/04/2024

Summary Table of Outstanding Action Items from Previous Minutes				
Meeting Date	Item No	Item	By Whom	By When

Meeting closed: 2.22 pm