

Board Minutes

12 August 2021
1.21pm to 4.53pm

Skype/Teleconference Meeting

1. Acknowledgement of Country

The Chair welcomed everyone to the meeting, acknowledged the traditional owners of land on which we are all meeting and paid respect to elders past, present and emerging.

2. Present

Prof D King – Chair
Mr K Barker
Dr P Abbott
Mr I Gillespie
Mr S Loveday
Mr P Dwyer
Ms M Eason
A/Prof C Quadrio
Dr K McFarlane
Ms A Churchill
Dr R Shields

Invited Attendees

Mr G Forrest – Chief Executive
Mr K Corcoran – Representing Corrective Services NSW
Mr P O'Reilly – Representing Youth Justice NSW

In Attendance

Mr R Anand
Ms W Hoey
Dr G Nicholls
Ms B Gillard
Ms L Willing

3. Apologies

A/Prof J Phillips
Dr S Hampton
Dr T Mackinnon

4. Introduction

The Chair provided an overview of the future structure on Board meetings.

The Chief Executive welcomed Prof Denis King as the newly appointed Justice Health and Forensic Mental Health Network (the Network) Board Chair on behalf of the Network Executive Team, Staff and patients.

5. Presentation A presentation on "When is a terrorist not a terrorist" was provided by Dr Spencer, Co-Director Services and Programs (Clinical), Clinical Director Community Mental Health and Medical Superintendent Long Bay Hospital.

This is page 1 of the Justice Health and Forensic Mental Health Network Board Minutes of meeting held on 12 August 2021 and confirmed at the meeting of 14 October 2021.

6. Confirmation of Minutes

The minutes of 10 June 2021 were confirmed as a true and accurate record of the meeting.

7. Declaration of Interests

There were no Declaration of Interests disclosed at this meeting.

8. Business Arising

8.1 Actions arising from 10 June 2021 Board meeting

The action list was taken as read and a short update was provided on all "completed" and "to be advised" items on the actions arising list.

8.1.1 Select Committee Inquiry into high level of First Nations People in Custody and oversight and review of Deaths in Custody

The Chief Executive provided an update on this item and suggested this item be closed. The final report and recommendations will be provided at a future Board meeting.

Action: Completed

8.1.2 Justice Health and Forensic Mental Health Network Research report

Dr Abbott will discuss this matter at agenda item 11.1.3.

Action: Remove from action list

8.1.3 Future funding for research project

Dr Abbott will discuss this matter at agenda item 11.1.3.

Action: Remove from action list

8.1.4 Establish a Justice Health and Forensic Mental Health Network Consumer Council

The Consumer Council is not required as Ms Churchill advised that the Standard Two (2) committee fulfils this function.

Action: Completed

8.1.4.1 Skill mix on Board

Ms Churchill advised that a member on the Network Board could have lived experience and this could be a pre requisite for a potential Board member.

Chair will consider lived experience skill mix for future Board vacancies.

8.1.5 Clinical Services Plan 2021-2022

The Chair discussed the Clinical Services Plan 2021-2022 with Board members and the following points were highlighted:

- The need for a longer-term core plan
- A reference that it is a part of NSW health and clinical risk and outcomes for the Clinical Excellence Commission having a role in a future plan
- Ms Hoey explained the Network wanted to prepare a five year Clinical Service Plan, however there was a need to align this plan with the Network's own Strategic Plan.



The Chair advised there are two components to understand “what is the best practice” and “what is the longer term model of care” which will give the Network a template against which we can plan for future clinical services and it gives us an opportunity for our research group to see where we need information which is based on the need to deliver clinical services.

8.1.6 StopC Project

Mr Loveday will provide the Kirby Institute recording of this project to Board members.

Action: Completed

9 Strategic Items

9.1. Board Strategic Directions

9.1.1 Aboriginal Justice and Health Committee report

A copy of the report was emailed to members prior to the meeting.

Mr Dwyer advised that many of the issues described in his report are related to the review of the Terms of Reference for the committee.

Mr Dwyer invited the Chair to attend the next meeting.

9.1.2 Aged Care and Community Re-integration Committee Report and Terms of Reference

Mr Gillespie took his report as being read and advised the Network is working with Local Health Districts through a mix of formal and informal systems which has resulted in formal agreements with five Local Health Districts (LHDs) out of 15.

The committee continues to oversee the development of a comprehensive document that identifies the range of network services that have community integration programs particularly with emphasis on health.

The issue of Out of Home Care, in childhood, and its negative long term health impacts was discussed and it was agreed that this should be an issue to further review. The Board was advised that a further 110 Aged care specific beds at Long Bay and 70 at Metropolitan Remand and Reception Centre (MRRC) would soon be operational.

10 Standing Business Items

10.1 Board Chair Report

The Chair provided a verbal report at this meeting. Action items are as follows:

- The Chair and Chief Executive to discuss the process for a strong Network model of care.
- Articulate what is health practice and seek Corrective Services NSW (CSNSW) support for involvement in the planning construction of new facilities.
- In terms of research we need to determine the research base questions of what we want to know and what the purpose of it is. Then we can work out the best way to achieve it and request funding.

10.2 Chief Executive Report

The Chief Executive provided an explanation/update on each point of his report and the action items are as follows:



- **Justice Health and Forensic Mental Health Network 2021-22 Service Agreement - Reissue 210723**

A copy of the Network 2021-22 Service Agreement - Reissue 210723 is to be circulated to Board members out of session. Comments are to be provided to the Chair and Chief Executive by 21 August 2021 to ensure it reached the Ministry prior to the end of August 2021.

- **NSW Aboriginal Mental Health and Wellbeing strategic framework**

Planning delays are being experienced due to COVID. The framework will be provided to Board members when available.

- **Performance Audit by the Audit Office NSW**

The audit was discussed and it was decided to provide the Audit and Risk Committee with a copy of the draft report for comment at their meeting on Monday 16 August 2021 and then forward to Board members out of session for final comment.

10.3 Corrective Services NSW update

Mr Corcoran provided an update on CSNSW matters related to the Network.

10.4 Youth Justice update

Mr O'Reilly left the meeting at approximately 3.30pm before his report was given.

11. General Business

11.1 Board Sub-Committee Reports

11.1.1 Finance and Performance Committee (F&PC)

Mr Barker took the report as being read and advised the Network came in \$2.1m favourable.

11.1.2 Health Care Quality Committee (HCQC)

Mr Loveday provided a brief overview of the committee's business and highlighted there were no risks identified to escalate to the Board.

Mr Loveday advised there were a number of words missing from the Service Agreement 2021-2022, specifically at page 25 "towards zero suicides" requires extra wording for a clearer message.

11.1.3 Research Advisory Committee (RAC)

Dr Abbott provided a comprehensive verbal report associated with research matters.

The Chair advised there has always been difficulties associated with Ethics approval processes and will discuss a way forward with the Chief Executive.

11.1.4 Audit and Risk Committee (ARC)

Mr Gillespie advised the ARC endorsed the 2020-2021 Internal Audit and Risk Attestation Statement and Corporate Governance Attestation Statement at the 15 July 2021 meeting.

The Finance and Performance Committee were congratulated on the high standard of the financial statements.

The ARC will next meet on 16 August 2021 specifically look at the internal audit plan.



- 11.1.5 Medical and Dental Appointments Advisory Committee (MDAAC)**
Mr Dwyer took his report as being read and advised there was nothing further to add.
- 11.1.6 Medical Staff Council (MSC)**
Dr Nicholls provided a brief update and advised there is a need for more clinical resources.
- 11.1.7 Clinical Council (CC)**
Ms Hoey provided an update on matters associated with the Council and advised the Board Chair has been invited to future meetings until a new Board member is appointed.

11.2 Diligent Board

The Chair explained the concept and many useful and time saving functions of Diligent Board and recommended the Network proceed with the purchase.

12 Network Performance Reports

The reports were provided for information.

12.1 Directors Remuneration – Quarter 4

The report was provided for information.

12.2 Key Performance Indicators report – Quarter 4

The report was provided for information.

12.3 Key Clinical Performance Indicators report – Quarter 4

The report was provided for information.

12.4 2021-2022 Final Budget Update

Mr Barker provided a verbal update on the report provided and advised the detailed budget will be provided when available.

12.5 Annual Pecuniary Interest Declaration

The report was provided for information.

12.6 Corporate Governance Attestation Statement

The report was provided for information.

Mr Barker spoke briefly on cyber security and requested a presentation be provided to the Board on Cyber Security.

Mr Anand advised there is an annual cyber security attestation statement 2020-2021 report that can be forwarded to the Board.

Action: EDCS to arrange cyber security presentation for future Board meeting.

12.7 Delegations Authority

This matter has been deferred.

13 Board sub-committee minutes and other documents emailed to members between 5 August and 12 August 2021

- 13.1 Finance and Performance Committee – 18 May 2021
- 13.2 Clinical Council
- 13.3 Audit and Risk Committee – 15 April 2021
- 13.4 Health Care Quality Committee (DRAFT) – 3 August 2021



- 13.5 Research Advisory Committee
- 13.6 Medical and Dental Appointments Advisory Committee
- 13.7 Papers emailed to Board members between 20 April and 3 June 2021
 - Clarence Serco-run Mega Prison
 - Law and Justice – Mandatory Disease Testing
 - Notes from the Audit Office of NSW meeting with Network Board
 - 2021 Finance and Performance sub-committee dates
 - Response letter to the CE from the Ministry regarding the implications for the Network of the Royal Commission into the Victorian Mental Health System
 - Racism and Depression in Canada
 - Letter to Board Chair re First Nations People in Custody and Oversight and Review of Deaths in Custody Report from Chair Medical Staff Council

14 Business without Notice

There was no business without notice at this meeting.

15 General Information

- 15.1 Adult population update – week ending 18 July 2021
- 15.2 Youth Justice Population update - week ending 30 July 2021
- 15.3 Letter to the Secretary NSW Health - RCVMS

16 2021 Meeting Dates

11 February 2021	Justice Health Administration Centre – Malabar
21 April 2021	Reiby Juvenile Centre
10 June 2021	Justice Health Administration Centre – Malabar
12 August 2021	Skype/Teleconference
14 October 2021	TBA
9 December 2021	Justice Health Administration Centre – Malabar followed by APM

