

Minutes for Justice Health and Forensic Mental Health Network (Justice Health NSW) Board Meeting

07/07/2023 | 11:00 AM - 02:20 PM - Australian Eastern Standard Time (AEST)

Mantra Bathurst, Megalong Conference Room and Microsoft Teams

The Chair, Professor Denis King, declared the meeting open at 11:05am with a quorum.

ITEM 1: Meeting Opening and Welcome

1.1 Attendance / Apologies

Members

Prof Denis King OAM, Board Chair

The Hon. Jillian Skinner, Deputy Chair

Dr Kath McFarlane, Board Member

Mr Roger Downs, Board Member

Ms Marisa Mastroianni, Board Member

Mr Paul Knight, Board Member

Prof Penny Abbott, Board Member

Dr Annette Bemand, Board Member (MS Teams)

Mr David McGrath, Board Member

Also In Attendance:

Ms Wendy Hoey, Chief Executive

Mr Grantley Creighton, Director Aboriginal Health

Dr Stephen Hampton, Executive Medical Director

Ms Samantha Helais, Chief Digital Health and Information Officer

Ms Helen Emmerson, Director People and Culture

Dr Vindya Nanayakkara, General Manager Forensic Mental Health

Ms Colette McGrath, General Manager Population Health

Ms Rose Lougheed, General Manager Primary Care

Dr Joanne Grimsdale, Chair Medical Staff Council

Ms Donna Blomgren, Director Office of the Chief Executive (Board Secretariat)

Ms Chrisa Dsouza, Executive Support Officer (Minutes)

In attendance for item no 2.2.1

Mr Peter Croll, NSW Health Chief Information Security Officer (MS Teams) left the meeting at 11:50am

Ms Ka Ngor Choy, ICT Security Manager (MS Teams) left the meeting at 11:50am

In attendance for item no 3.1.3

Mr Luke Grant, Deputy Commissioner (MS Teams) joined at 11:46am and left the meeting at 12:15pm.

In attendance for item no 3.1.4

Mr Mike Wheaton, A/Executive Director Youth Justice NSW joined the meeting at 10:00am and left the meeting at 12:30pm.

In attendance for item no 6.3

Dr Robert Reznik, Chair Mental Health Medical Staff Council (MS Teams) joined the meeting at 1:50pm and left the meeting at 2:02pm.

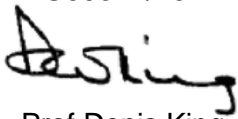
Apologies

Mr Ing Yu - Chief Financial Officer

Ms Michelle Eason - Acting Director Nursing, Midwifery and Clinical Governance

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Mr Kevin Corcoran -Commissioner Corrective Services NSW
Dr Robyn Shields – Board Member,
Mr Paul O Reilly – Executive Director Youth Justice NSW

1.2 Declaration of Interest - None

1.3 Acknowledgement of Country

The Chair made an acknowledgement of country.

ITEM 2: Business From the Last Meeting

2.1 Confirmation of Previous Minutes – 28 April 2023 - Adopted

2.2 Action Items Arising - Noted

2.2.1 Action item no 67/23 and 74/23- Cybersecurity

A co-presentation with NSW Health Chief Information Security Officer and Justice Health and Justice Health Forensic Mental Health Network (Justice Health NSW) ICT Security Manger on cybersecurity was tabled. Key points from the presentation included:

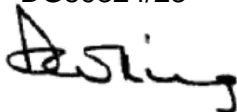
- Cyber Security – Roles and Responsibilities
- Cyber vision – eHealth NSW will establish a centre of excellence by 2025 in cyber security services to work collaboratively with and support all NSW Health organisations to exceed baseline maturity requirements.
- Data loss prevention is a security strategy under NSW Health cyber security achievement roadmap and involves the implementation of technology to protect sensitive data of critical assets.
- eHealth NSW and Deloitte have started a 12 week project regarding cyber roles and responsibilities across NSW Health.
- NSW Health expects to reach Essential 8 maturity level 3 across all NSW Health crown jewels by 2025.
- NSW Cyber Security policy review is on-hold until end October 2023.
- Annual Attestation
- eHealth NSW have been assigned to coordinate the NSW Cyber Security Policy Attestation for all NSW Health organisations.
- Justice Health NSW Mandatory Requirements and Essential 8 Assessment is an independent, evidence-based maturity assessment conducted by a third-party service provider.

ACTION 79/23: Chief Executive to bring concerns raised at the Board meeting to the Audit and Risk Committee (ARC) for discussion. The Board and ARC need to be assured that the relevant reviews, mitigations and breaches impacting eHealth are being managed and disseminated to both internal and external entities. (Assignee(s): Chief Executive (CE); Due Date: 01/09/2023)

ACTION 80/23: Board Secretariat / Executive Support Officer to include cybersecurity as a standing agenda item for Board meetings (to include tips for cybersecurity at the

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beginning of each Board meeting) (Assignee(s): Board Secretariat; Executive Support Officer (ESO); Due Date: 24/08/2023)

ACTION 81/23: *Board Secretariat / Executive Support Officer to include cybersecurity training to the Board Schedule of Reports. (Assignee(s): Board Secretariat; Executive Support Officer (ESO); Due Date: 24/08/2023)*

2.2.2 Action item no 75/23 – Diligent Boards Security Update

The Chief Health Digital Officer advised that options have been explored to strengthen Diligent Board Security which could be implemented. The Board discussed the suggested options to mitigate risk in cyber security.

ACTION 82/23: *Chief Health Digital and Information Officer to develop a paper on the pros and cons of each option for the Board to consider at the August 2023 Board meeting. (Assignee(s): Chief Health Digital and Information Officer (CHDIO); Due Date: 24/08/2023)*

2.3 Register of Board Resolutions – Noted

ITEM 3: Standing Items and Exceptional Reporting

3.1 Board Updates

3.1.1 Board Chair Report (Verbal Update)

The Chair advised the Board that a letter was received from the Minister of health advising on Board reappointments to Local Health Districts and Specialty Networks noting that reappointments with a term expiring by July 31 2023 and who have submitted a nomination for reappointment for a new term up to and including 31 December 2023. It is important to ensure appropriate representation and skills capability across appointed members.

ACTION 83/23: *Board Members to advise Board Chair if any skills deficit exist and are required for consideration of future Board members. (Assignee(s): Board Members (BMs); Due Date: 24/08/2023)*

3.1.2 Chief Executive Board Report - Received

The Chief Executive advised that from the last Board meeting there was no unexpected death in custody. Accreditation with the RACGPs across all centres commenced on 19 June 2023 and will continue to take place until 14 July 2023. The UNSW Justice Health Research Program has been successful in receiving a grant to undertake a project that explores the feasibility of using a Medicare funding model. The broad Medicare for everybody in prison is not an option. There will be other prisons as part of this trial. The Board discussed at length about access to Medicare.

3.1.3 Corrective Services NSW (Verbal Update)

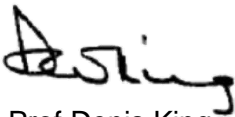
Population in custody and police cells continues to remain stable. The courts appetite for sentencing people to custodial orders have reduced.

Changes relevant to CSNSW includes:

- an organisational restructure

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- opportunities for volunteerism in custody and
- Circles of Strategy and Accountability (COSA). This is an effective strategy for working with support for sex offenders and people with lived experience for which no work has been done due to the fear of contaminating the system.
- Creation of program hubs

There needs to be changes in the classification system and a paper for discussion will be put forward to reduce the classification layers making it easier for people to move through the system.

3.1.4 Youth Justice NSW (Verbal Update)

The number of young people in custody has significantly decreased over the last 10 years, as has juvenile offending in NSW. Youth Justice are continuing to tackle significant overrepresentation of Aboriginal young people in custody through Close the Gap initiatives. The number of young people subject to community supervision has also decreased, however this is inconsistent across the state with some areas seeing an increase and other areas a decrease. An update on key priorities was provided.

3.2 Board Sub- committee Reports

3.2.1 Finance and Workforce Performance Committee – Received including minutes from 26 April, 9 June and 27 June 2023

The Committee Chair noted the work undertaken by the committee to date which has resulted in the number of meetings being reduced from eleven to six annually. A schedule of reports were compiled for the committee as per the Terms of Reference. From the committee evaluation undertaken, it was noted that committee orientation is required for new members. Two major focuses for the committee is work health and safety and recruitment, and retention

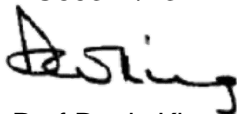
3.2.2 Audit and Risk Committee – Noted

3.2.3 Patient Safety and Clinical Quality Committee - Received including draft minutes from 10 May 2023.

The Committee Chair advised the Board that at each meeting a different enterprise clinical risk is discussed. The work currently being undertaken on Patient Self-Referral looks very promising.

3.2.4 Research Advisory Committee – Received including draft minutes from 31 May 2023.

The Committee Chair advised the board that the committee wanted to understand the research that was required to support knowledge that isn't currently available or metrics not available to support the transformation of patients in Justice Health to support the Strategic plan.



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3.2.5 Strategic Planning and Governance Committee Received including draft minutes from 19 May 2023.

The Committee Chair noted that relevant plans are on track. Discussions were held on metrics being obtained to be able to measure progress, these will be tabled at the Strategic Planning and Governance Committee meeting on Friday 14 July 2023.

ITEM 4: For Decision / Approval

4.1 Workforce Enabling Plan – Received

The Director People and Culture presented the Workforce Enabling Plan to the Board and advised that there is a focus on mitigating the enterprise risks raised by the Board members. Comments were made on timeline and detailed implementation. The Board Chair and CE discussed the representation of the Board Sub committees now that the tier 2 Executives are in place.

ACTION 84/23: *Director People and Culture to update risks related to workforce to reflect discussions of the Board members and the Workforce Enabling Plan to be brought back to SPGC committee (Assignee(s): Director People and Culture (DP&C); Due Date: 15/09/2023)*

ACTION 85/23: *Board Chair and Chief Executive (CE) to identify Board members and Executive sponsors required for the Board subcommittees (Assignee(s): Board Chair; Chief Executive(CE); Due Date: 24/08/2023)*

RESOLUTION 2023/18: The Board approved the Workforce Enabling Plan

4.2 Justice Health NSW Board Meeting Calendar 2024 - Received

The Board Chair requested that members review the Board calendar and advise the Executive Support Officer of their review and any concerns.

ACTION 86/23: *Board Secretariat / Executive Support Officer to include a rural and metro site visit as a part of the Board calendar (and to include inmate development committees as a part of the visit schedules) (Assignee(s): Board Secretariat; Executive Support Officer (ESO); Due Date: 24/08/2023)*

RESOLUTION 2023/19: The Board approved the Board Calendar in principle.

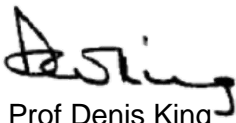
ITEM 5: For Discussion

5.1 Risk Quarterly Update– Report Received

ITEM 6: For Information / Noting

6.1 Medical and Dental Appointments Advisory Committee

The Committee Chair advised that two psychiatrist have now been involved with the court liaison service. Dr Kirsty Jennings- Aboriginal GP for Cessnock has been appointed. Dr Kiernan Dorney was progressed from E45. Dr Reznik has agreed to go to a 0 hr contract to cover staff shortages. There is a current shortfall in appointments.



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There are three registrar psychiatrists that have been employed on a short term basis to cover vacancies.

6.2 Medical Staff Council

The Committee Chair advised that the forensic psychiatrists have expressed that there should be forensic psychiatrist representation on the board. Clarity on the medical representation on the Patient Safety and Clinical Quality Committee was raised.

ACTION 87/23: Chair of Patient Safety and Clinical Quality Committee to advise Medical Staff Council on medical representation on Patient Safety and Clinical Quality Committee and update the Board at the August 2023 meeting.

(Assignee(s): Chair Patient Safety and Clinical Quality Committee Due Date: 24/08/2023)

6.3 Mental Health Medical Staff Council

The Committee Chair provided a statement from the Mental Health Medical Staff Council. A copy of the statement is included in the Board minutes.

The Board Chair advised that he will speak to the reviewers who completed the Psychiatry review and will ensure that a formal response will be provided to the Mental Health Medical staff council by end of August 2023. This will provide an opportunity for a discussion at be the August 2023 Board meeting.

ACTION 88/23: Committee Chair to provide a copy of the statement to be included in the Board meeting minutes. (Assignee(s): Chair Mental Health Medical Staff Council Due Date: 11/07/2023)

6.4 Engagement with Inspector of Custodial Services – Quarterly Update – Noted

General Manager Primary Care advised the Board that the recommendations received from the Inspector of Custodial Services are being monitored by the Close the Loop Committee.

6.5 Q3 2022 23 Aboriginal Health Report – Noted

6.6 Patient Safety Report Forensic Hospital – Noted

6.7 Interim Service Agreement 2023 - 2024 – Noted

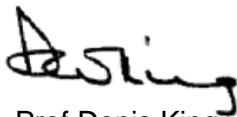
ITEM 8: New Business - None

ITEM 9: Business Without Notice - None

ITEM 10: Closure of General Meeting – 2:20pm

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