

## PATHWEST Board Communiqué

*This Communiqué highlights key discussions and considerations from the 1 February 2024 Board Meeting.*



### KEY MATTERS:

#### Pricing and Costing Project

The Board received an update on the Pricing and Costing Project from Mr. Sandy Kerr, Executive Director, Finance, Procurement and Commercial Services. Some background information on the Project was provided including the original key aims, which were to address recommendations of the Deloitte Report outlined in the 2018/19 Annual Report. The model is currently being used as an internal tool to assist with key financial modelling in Procurement and Revenue.

#### Workforce Plan

Ms. Jo McCran, Executive Director, People, Capability and Culture presented the Workforce Plan to the Board. The Plan is a priority activity in the 2021-2025 Strategic plan and provides insight into the priority areas of improvement for People, Capability and Culture (PCC) including:

- Workforce Sustainability
- Capability
- Performance
- Diversity, Inclusion and Wellbeing
- Work Health and Safety

Ms. McCran elaborated on each area, advising the Board that several processes and programs are under review or in the implementation phase. Some of the activities include but are not limited to the employee exit policy, the promotion of wellbeing initiatives for staff, ongoing availability of leadership development courses and streamlining the onboarding process. The Board look forward to seeing progress in the area as a result of the Workforce Plan.

#### Work Health and Safety Overview

The Board received an overview of Work Health and Safety (WHS) at PathWest from Manager of Work Health and Safety, Ms. Yvonne von Guttenberg. The presentation included an overview of the WHS department structure and roles of staff in the area.

Staff work across three streams; Safety Management, Occupational Health Management and Specialty which includes Chemical Management. The role of WHS is to provide support, guidance and advice to all work areas on how to manage health and safety. Ms. von Guttenberg advised the

Board that although PathWest health and safety is currently in the reactive stages, using consultative methods, steps are being implemented to assist in a move towards providing a proactive approach to WHS.

PathWest WHS policies and procedures are currently under review and the team is aiming to streamline these with the creation of overarching policies and procedures relevant to PathWest as a whole. The aim is that electronic reporting and the education of existing staff on their roles and responsibilities in this space will assist in continued improvements for PathWest WHS.

### **Consultation on PathWest Governance Structure**

Dr. Narelle Hadlow, Chief Executive (CE) provided the Board with an update on the status of PathWest's Governance Structure. The Board understood that the CE has conducted a number of consultations with Heads of Departments, Principal Scientists and other staff members to help inform the decision making around the Governance Structure and the future of PathWest. Further consultations are planned, and this will be a continued topic of discussion with the CE. The Board looks forward to further updates at future Board meetings.

## **REPORTS:**

### **Finance and Performance Report**

Mr. Sandy Kerr, Executive Director Finance, Procurement and Commercial Services presented the Finance and Performance report to the Board. Key points from the report were discussed and the Board noted that PathWest is expecting to spend the full budget allocation on medical equipment. The Board also noted that PathWest has partnered with the WA Police on a budget submission to increase funding for the Forensic Biology department to match demand.

### **Chief Executive Report**

CE, Dr. Narelle Hadlow presented the CE report at her first Board meeting. The Board noted that the recruitment process for the Chief Pathologist continues to progress and thanks Dr. David Smith and Dr. Ee Mun Lim for their continued support acting in this position.

Dr. Hadlow also noted the work that is currently being done around Emergency Management with both the draft Crisis and Emergency Management Plan and Laboratory Information System Outage Response Plan being completed and currently in circulation to stakeholders. The Board was advised of future plans to improve and centralise collection centre communication to assist with both internal and external queries coming through these areas.

## **MESSAGE FROM THE BOARD CHAIR**

PathWest's new CE Dr. Narelle Hadlow attended her first Board meeting this month. Dr. Hadlow has settled into the role quickly and is already working to implement a positive change within PathWest. On behalf of myself and the rest of the Board, I would like to extend a warm welcome to Dr. Hadlow and look forward to working with her.

It has now been confirmed that the April Board meeting will be held in Albany. This will provide Board members the opportunity to meet with PathWest staff in both Albany and Denmark as well as tour both collection centres and the Albany Laboratory.

## **NEXT MEETING**

The next scheduled Board meeting will be held in Perth on 7 March 2024.



Ms. Angie Paskevicius  
**Chair, PathWest Board**  
11 June 2024