

PathWest Board Communiqué

This communiqué highlights key discussions and considerations from the August 2021 Board meeting.

Member attendance:

Prof. Christobel Saunders (Chair)
Dr. Sue van Leeuwen – via VC
Mr. Kevin Taylor
Ms. Michele Dolin
Mr. Robert McPhee – via VC

Prof. Tarun Weeramanthri
Prof. Gelareh Farshid – via VC
Dr. Kim Hames
Ms. Angie Paskevicius
Ms. Samantha Elder

In attendance

Mr. Joe Boyle (Chief Executive)
Ms. Analiese Sidhu
Ms. Nicola Chisholm

Mr. Adrian Bautista
Mr. Scott Beaton

August 2021 Board Meeting

The August Board meeting was held at Fiona Stanley Hospital on Thursday, 5 August 2021. At the meeting the Board heard from Mr Scott Beaton, the newly appointed Manager, Occupational Safety and Health who provided an overview of the *Work Health and Safety Act 2020* (WHS Act). Scott documented the key changes such as the Duty of Care, Duty of Workers and Industrial Manslaughter, and the key requirements for PathWest, with a gap analysis currently being undertaken.

Key matters for decision

- PathWest Board Annual Governance Attestation Statement for 2020-21.
The Statement sets out the PathWest Board's governance practices and controls that are in place for the 2020-21 financial year. Attestation Statements are prepared yearly and are submitted to the Minister for Health via the Director General of the Department of Health.
- PathWest Board People and Culture (PaC) Committee Terms of Reference (ToR).
The PaC Committee ToR version 1.0 was resolved out of session on 27 January 2021. The PaC Committee reviewed the ToR at its July meeting and endorsed the ToR with no changes and recommended the Board approve these for the 2021/22 period.
- PathWest Board Code of Conduct.
The PathWest Board Code of Conduct (Code) sets out the behavioural standards expected of every Board member and is in alignment with the requirements for Health Service Provider Boards under the *Public Sector Management Act 1994 (WA)*. As part of good governance, regular review of the Code ensures its relevance and currency in the contemporary context.
- PathWest Board Communications Protocol.
This document was recently revised and sets out the media and internal communication processes to be implemented between Board members and PathWest employees. Specifically, it details the role of Executive members of staff as sponsors of allocated Board Committees and Board member engagement with PathWest staff.

Key matters for discussion:

- Aboriginal Employment Initiatives update
- Strategic Plan update
- State Mortuary Redevelopment update
- PathWest Interim 2021/22 Service Agreement
- Finance and Business Report - June

Committee updates:

Finance Committee

The Committee held an extraordinary meeting on Friday, 11 June 2021 to review and approve three (3) procurement requests:

PWST20217219 – BN and business case for Phadia allergy testing

- The Department of Immunology at QEII and FSH support an allergy autoimmune testing service for WA Health. The Department currently supports three (3) Phadia 250 instruments on a reagent rental agreement and one Phadia 250 as an owned asset across the site with no supply contract for the associated reagents and consumables.
- The Finance Committee RESOLVED to endorse the recommendations for PWST20217219 – BN and business case for Phadia allergy testing and recommend for approval by Board Chair.

DoH1073014 – BN and contract review memo/contract variation for SCC LIS contract renewal

- The original contract was awarded in 2016 to Soft Computer Consultants (SCC) for the provision of a Laboratory Information System (LIS). This is now at the end of the first term.
- The Finance Committee RESOLVED to endorse the recommendations for DoH1073014 – BN and contract review memo/contract variation for SCC LIS contract renewal.

HCNS331913 – BN, contract review report, and letter for Abbott biochemistry contract

- PathWest's largest valued contract is with Abbott to supply analysers for biochemistry disciplines with the tender originally awarded in 2016.
- The Finance Committee RESOLVED to endorse the recommendations for HCNS331913 – BN, contract review report, and letter for Abbott biochemistry contract and recommend for Board Chair approval.

Risk and Audit Committee

- The draft Risk Appetite Statement (RAS) was tabled for discussion. The Committee acknowledged the work to develop the RAS, noting there was a comprehensive discussion around inherent risk noting that there is always a degree of risk involved in the provision of health care. The RAS links with the pillars of the strategic plan and is due to be tabled at the September Risk and Audit Committee meeting for endorsement and the Board in October for approval.
- The Committee reviewed and endorsed the following documents out of session on Tuesday, 27 July 2021:
 - Three-year rolling Strategic Internal Audit Plan (SIAP)
 - Annual Internal Audit Plan (AIAP) for 2021/22

Forensic Biology Advisory Council

The meeting scheduled for 15 June was cancelled due to member availability; however, Gavin Turbett provided an out of session update to members highlighting:

- the forensic biology organisational structure noting it is in the process of implementation;
- progress on the possible changes to legislation; and
- development of a purpose-built facility.

People and Culture Committee

- An informative demonstration was provided by Diana Hope from IMC on the new Learning Management System. This is a whole of health contact which is being rolled out to each of the health service providers.

- Leave Management was referred to PaC from the Finance Committee to review from a wellbeing perspective. The Committee supports and endorsed the implementation of the revamped excess leave management policy and procedure.
- The PaC Committee Terms of Reference (ToR) were tabled with no proposed amendments from members. Given this, it was recommended the ToR are approved for another 12 months.

Board Walk

Board Member and Chair of the Safety and Quality Committee, Kevin Taylor took the opportunity to visit the Albany Laboratory and staff during a recent holiday down south. Please see below for a brief overview of his visit:

It is always beneficial for a board member to visit a laboratory and meet the great people delivering essential pathology services to both hospitals and the surrounding regions. I am however starting to get a complex with the weather and my site visits. My visit to the Northam laboratory occurred on a day where they received a once in 100 year drenching with streets and surrounding areas flooded; similarly, upon arrival in Albany there was hailstones and continuous rain - and a week later torrential rain and flooding in the area!

Despite the weather, I was welcomed to the laboratory by David Clark, Senior Scientist in Charge and enjoyed looking through the lab and hearing about local services and the challenges associated with providing a regional pathology service. From my own experience many years ago, working in Geraldton, I appreciate how difficult it is to attract people to work in regional areas and was very pleased to meet Bridget Johns, Medical Scientist who had the unfortunate challenge of meeting and talking to a board member on only her second day working at the lab. You did an amazing job Bridget, thank you!



Pictured: Kevin Taylor, Board member with Bridget Johns, Medical Scientist at the Albany Laboratory.

Following a tour of the laboratory and the Albany hospital, I joined David in attending the Great Southern “10@10” where the status of all the hospital areas along with that of surrounding hospitals is reviewed daily, which provided great insight into how regional health services keep each other informed about key issues.

Once again, thank you to the Albany laboratory staff for their hospitality with my site visit.

A fond farewell

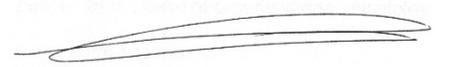
As you may have read in the global email last week, it is with a heavy heart that I have tendered my resignation from my role as Chair of the PathWest Board. I have accepted the prestigious offer of James Stewart Chair of Surgery at Royal Melbourne Hospital and will be re-locating to Victoria in November 2021. My role as PathWest Board Chair will continue to 31 October 2021.

I was honoured to be appointed the inaugural PathWest Board Chair and take pride in the Board’s first year building a solid governance structure to support PathWest and its endeavours.

A formal recruitment process, led by the Department of Health on behalf of the Minister for Health, will commence in due course. An announcement of the new PathWest Board Chair will occur in due course following the completion of the recruitment process.

Next Meeting

The next scheduled Board meeting will be held at Fiona Stanley Hospital on Thursday, 2 September 2021.



Professor Christobel Saunders
Chair, PathWest Board
12 August 2021



Christobel Saunders



Tarun Weeramanthri



Sue van Leeuwen



Kevin Taylor



Michele Dolin



Rob McPhee



Samantha Elder



Kim Hames



Angie Paskevicius



Gelareh Farshid