



MINUTES

MEETING HELD THURSDAY 17TH DECEMBER 2020

5.30 PM. accessed via ZOOM by www.mdh.org.au

The Chief Executive Officer, Mr. Cameron Butler called the meeting to order and introduced the Board Chair.

Mr. Murray Beattie acknowledged the traditional owners of the land on which we meet today, the Taungurung people, members of the Kulin Nation and the First Peoples of the rivers and the mountains; we pay our respects to their Elders past, present and emerging. Mr. Beattie declared the 149th Annual General Meeting of the Mansfield District Hospital open.

1. PRESENT & APOLOGIES

Attendance was obtained from the log in to the ZOOM meeting.

Allen	Jodie	Cunningham	Donald	Marks	Lucy
Allen	Neil	Dalgliesh	Pamela	McCormack	Susan
Andrews	Nola	Diplock	Jane	Morgan	Lisa
Bateup	Ant	Donnell	Peta	Nally	Ben
Bateup	Bec	Fotheringham	Kirstie-Bree	Officer	Phillip
Beattie	Murray	Green	Melanie	Parsons	Dempsey
Bell	Jenny	Hansen	Rosemary	Pollard	Jenny
Belle	Gillian	Hill	Jacqui	Ray	Richard
Bennetts	Karen	Hood	Margaretanne	Rekers	Tracy
Brakels	Kerryn	Hoskin	Matthew	Rogers	Nerine
Brakels	Kristie	Howes	Belinda	Sinclair	Elizabeth
Bronsgest	Fiona	Jewitt	Anne	Steiner	Caitlin
Butler	Cameron	Kaur	Amanpreet	Twycross	Will
Butler	Michelle	Les	Kate	Wolfe	Rachel
Challen	Carol	Lockey	Katie		
Conrick	Kaylene	Lovick	Jenny		

Apologies

Freemantle	Jane	Kirley	Zaldah	Slaney	Graham
Haines	Helen	Marshman	Ian	Smith	Deb
Holland	Janine	Ridley	Janene	Tehan	Tony

2. MINUTES OF PREVIOUS MEETING

The Minutes of the Mansfield District Hospital Annual General Meeting held 2019 were available to read or download on the Mansfield District Hospital website.

Moved: Phillip Officer

Seconded: Pamela Dalgliesh

Minutes of Mansfield District Hospital Annual General Meeting held Tuesday 12th November 2019 were confirmed as a true and accurate record.

Carried.

3. WELCOME & BOARD CHAIR REPORT

Mr. Murray Beattie presented the *Annual Report for 2019/2020* and the *19/20 The Year That Was* publication.

Mr. Beattie provided a Chair Report with the following key items of note:

- Acknowledged the care and diligence of MDH in what has been a trying year due to the anxiety created by COVID-19.
- Welcomed Life Governors, former Board Directors, members of our Auxiliaries, representatives from our donor organisations, Mansfield community, staff, Department of Health and Human Services representatives and current Board Directors.
- Range of service as outlined within the Annual report and the workforce
- Summary of Financial Results which reported an operating surplus of \$52,000, notwithstanding the impact to both revenue and operating expenditure due to COVID-19.
- Statement of Priorities sets out the relevant targets for the past year together with achievements.
- Strategic Priorities details specific programs for preventative health.
- Key Performance Indicators
- Funding activity
- Level of governance
- Acknowledgement and thanks to Mr. Phillip Officer for his three-year term as Board Chair, Associate Professor Jane Freemantle who retired from the Board of Directors after serving the maximum term of nine years and Mr. Jeremy Madin who also resigned in the past year.
- The Board of Directors welcomed Mr. Matthew Hoskin and Mrs. Karen Bennetts as new Directors.
- Masterplan building development process continues
- MDH Strategic Plan for 2020-2024 prioritises the core values of MDH and the means of achieving them.
- The quality and attitude of MDH staff and Medical Officers has been highlighted this past year with extraordinary demands on MDH resources due to the COVID-19 pandemic.
- We farewelled Margaretanne Hood, who retired from her position of Director of Clinical Services and welcomed Elizabeth Sinclair as the incoming DCS.
- Gratitude was expressed to the Hospital and Bindaree Auxiliaries for their continued important contributions.
- The ongoing generosity of Harry and Clare Friday Foundation, A Third Hand, Marks IGA, the Mansfield Golf Club and the Peter Mackay Bequest was also acknowledged.
- Consumer and community representation on sub-committees of the Board was acknowledged with thanks.
- Together with Board of Directors sincerest thanks for the genuine care provided every day by the Nursing, Allied Health, Kitchen, Cleaning, Administration and Maintenance Teams.

Moved: Katie Lockey

Seconded: Pamela Dalglish

The following presentations and publications were endorsed as received:

- MDH Board Chair Report 2020
- Annual Report 2019/20
- Financial Statements for 2019/20
- 19/20 The Year That Was publication

Carried.

4. KEY ORGANISATIONAL ACHIEVEMENTS & PLANNED INITIATIVES

Mr. Cameron Butler presented on the following operations of the Mansfield District Hospital, Buckland House Nursing Home and Bindaree Retirement Centre for the year ending 30th June 2020:

- Patient experience data received
- Beddays for Buckland House, Bindaree and the Hospital
- Urgent Care presentations
- Number of births for the year
- Operating theatre activity
- Primary Health contact hours and Visiting Nursing contact hours
- Financial performance
- Our plans for 2021

5. SERVICE RECOGNITION AWARDS

Mr. Cameron Butler announced the following recipients of the Service Recognition awards for staff who have reached employment milestone years as at 30th June 2020.

Years of Service				
5 years	10 Years	15 Years	20 Years	25 Years
Astrid Crigan	Zoe Anderson	Irene Finlay	Helen Friday	Clare Blake
Katrina Davis	Don Berry	Rochelle Klavins	Yvonne Hezel	Kaylene Roberts
Rosemary Hansen	Leanne Carvill	Kate Les	Lauren James	
Naomi Hempenstall	Joanne Cumming	Maria Morgan	Kerry Murphy	
Elenor Jack-Browning	Stephen Daykin		Trudy Murphy	
Amanpreet Kaur	Leanne Denny			
Sandra Lovick	Jennifer Evans			
Marie Marchetti	Michelle Meyer			
Peta-Jade Martin	Maureen Moravek			
Emma Morrison	Dianne Pedder			
Raylene Peachey	Janice Roger			
Ria Pearce	Sharyn Simpkin			
Nerine Rogers	Jodie-Ann Tame			
Vanessa Shannon	Lisa Thwaites			
Deborah Smith				
Janet Thomas				

6. STAFF EXCELLENCE AWARDS

Mr. Murray Beattie explained the introduction of the staff excellence awards for 2020 to acknowledge staff who are recognised as going above and beyond in their work.

The following nominations were received for the awards.

The Visiting Nursing Team	Rebecca Bateup	Honi Smith
Dempsey Parsons	Tracey Woods-Lowry	Kerryn Brakels
Kelly Anstee	Deb Smith	Amanda Vasey
The COVID-19 Testing Clinic	MDH Wellbeing Committee	Fiona Scott
Belinda Howes	Rachel Wolfe	Annette Flechsig

The Selection Panel shortlisted:

Belinda Howes	Rachel Wolfe	Fiona Scott
Annette Flechsig	MDH Wellbeing Committee	

Mr. Beattie announced the winner of the Clinical Staff Excellence Award for 2020 is Belinda Howes and the winner of the Non-Clinical Staff Excellence Award for 2020 is the MDH Wellbeing Committee. The Award winners were sincerely congratulated and presented with trophy's and \$500 each to be used for professional and personal development.

6. GUEST SPEAKER – ASSOCIATE PROFESSOR LOUIS IRVING

Associate Professor Louis Irving, Director of Respiratory and Sleep Medicine at Royal Melbourne Hospital, provided a presentation on the COVID-19 pandemic.

7. RESPONSE TO PRE SUBMITTED QUESTIONS

It was noted there was no pre-submitted questions for the Board Chair and CEO to address.

7. MEETING CLOSE

Mt. Butler and Mr Beattie thanked all for their attendance