



MINUTES

HPC Bi-Monthly Meeting No. 40

Ref: 16-HPC-1542

Date:	Thursday, 14 July 2016
Start Time:	10.30am
End Time:	2.30pm
Location:	Meeting Room 3, Level 2, CitiCentre Building, 11 Hindmarsh Square, Adelaide
Purpose:	Bi-monthly meeting
Chairperson:	Steve Tully
Members:	Barbara Hartwig (Deputy Chair), Stephen Duckett, Lisa Jackson Pulver, Mary Patetsos, David Roder
HPC Secretariat:	Jane Austin, Jill Fraser, Michelle Jones, Nick Cugley
Invited guests:	<p>10:30am–11:00am</p> <ul style="list-style-type: none"> • Skye Jacobi, Executive Director, Policy and Governance, SA Health • Michele McKinnon, Director, Safety and Quality, SA Health <p>1:30pm–2:00pm</p> <ul style="list-style-type: none"> • Dorothy Keefe, Clinical Ambassador, Transforming Health, SA Health • Lynne Cowan, Director, System Design & Strategy, SA Health
Apologies:	Rick Callaghan (HPC member)
Agenda Items:	<p>1.0 Previous minutes – HPC bi-monthly meeting no. 39 (19 May 2016)</p> <p>2.0 Monitoring SA Health's implementation of Transforming Health</p> <p>3.0 HPC's 4-Yearly Review (2015–2018)</p> <p>4.0 Review of Country Health Advisory Councils' governance arrangements</p> <p>5.0 State of Our Health</p> <p>6.0 Culturally and linguistically diverse communities (CALD) Leaders' Forum</p> <p>7.0 Aboriginal Leaders' Forum</p> <p>8.0 HPC Standing items</p> <p>8.1 Chair's communication meetings</p> <p>8.2 HPC member updates</p> <p>8.3 HPC Secretariat update</p> <p>9.0 Correspondence (incoming/outgoing)</p> <p>10.0 Meeting dates</p>

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Outcomes:

Welcome and other business

Welcome

- Welcome and acknowledgment that the HPC meets on Kaurua Land.

HPC membership – Barbara Hartwig’s retirement and new council membership

- Barbara Hartwig (Deputy Chair) retires from the HPC on 1 August 2016 after serving two terms on the Council.
- Steve Tully (Chair), on behalf of all members and the Secretariat, extended a formal vote of thanks to Barbara for her eight years of distinguished service.
- Barbara formally thanked the HPC for their support and reflected on the many achievements and high quality of the work of the Council and Secretariat over her tenure.
- Steve Tully also thanked the other members for their positive contribution over the last four years. 1 August 2016 marks the end of their first term on the Council (members can serve up to two terms).
- Steve Tully advised that HPC membership for its next four-yearly term should be gazetted by the end of July 2016.

Invited guests – Skye Jacobi and Michele McKinnon, 10:30am–11:00am

- Skye Jacobi (Executive Director, Policy and Governance, SA Health) and Michele McKinnon (Director, Safety and Quality, SA Health) joined the meeting from 10:30am–11:00am to introduce Skye to Council members, outline HPC priorities and discuss organisational structure.
- HPC agreed to invite Skye and Michele to the last half hour of future bi-monthly meetings to share discussion.
- Michele offered to present on Safety and Quality data, LARS dashboards and other information reporting tools to members at the next bi-monthly meeting.
- HPC agreed to invite Paddy Phillips, Chief Medical Officer, SA Health to the next HPC bi-monthly meeting to discuss clinical culture and population health, especially as it relates to Transforming Health.

Other business

- Lisa Jackson Pulver advised the HPC of her role on the National Advisory Group - Aboriginal and Torres Strait Islander Health Information and Data (NAGATSIHID).
- A NAGATSIHID workshop will be held in Adelaide on 12–13 October 2016 and HPC expressed keen interest in participating. Lisa agreed to provide additional details to the Secretariat to organise.

1.0 Previous minutes

- Members endorsed the minutes of bi-monthly meeting number 39, held on 19 May 2016, as an accurate record of the outcomes.

2.0 Monitoring SA Health's implementation of Transforming Health

Dorothy Keefe (Clinical Ambassador, Transforming Health, SA Health) and Lynne Cowan (Director, System Design & Strategy, SA Health) joined the meeting from 1:30pm–2:00pm to discuss with members SA Health's implementation of Transforming Health.

- Dorothy provided HPC members with an update of progress of establishing a Transforming Health Aboriginal Expert Advisory Group. Important points:
 - Frank Lampard (SA Co-Commissioner for Aboriginal Engagement) will chair the group
 - Letters of invitation have been sent to other members
 - First meeting of the group soon.
- Dorothy provided HPC members with an update of progress of filling the vacancy on the Transforming Health Ministerial Clinical Advisory Group (MCAG) as Prof Alex Brown has resigned from the group. Important points:
 - An expression of interest process has been circulated to SA Health staff seeking an Aboriginal health workforce representative on MCAG
 - HPC advised Dorothy and Lynne of importance of having both male and female Aboriginal representation on MCAG.
- Dorothy and Lynne agreed that the HPC's approach of monitoring the impact of Transforming Health on specific population groups is important and will assist in avoiding unintended outcomes of program, and advised the HPC could assist further in the monitoring of Transforming Health by focussing on mental health.
- HPC members have nominated to participate in the Transforming Health evaluation workshop hosted by the SAHMRI SA Academic Health Science and Translation Centre on 3 August 2016. HPC agreed to make the hospital activity charts prepared for its monitoring of Transforming Health (see Attachment 2 of Agenda Item 2.0) available to workshop planners to turn into "gallery walk" posters for the session.
- The Transforming Health team will keep HPC informed of dates of implementation of important reforms that should see changes to hospital activity trends – particularly around hospital transfers and cardiovascular disease activity. The team can also assist HPC with a method of defining fractured neck of femur as a surgical hospital activity metric to monitor.
- Further direction and next steps for HPC monitoring and reporting on SA Health's implementation of Transforming Health outcomes will be decided after the SAHMRI workshop.

3.0 HPC's 4-Yearly Review (2015–2018)

- HPC endorsed the 4-Yearly Review (2015–2018) program outline with the following comments:
 - In 2016–17, start to signal to SA Health the topics that HPC is interested in (e.g. from emerging trends, challenges and improvements that come out of *State of Our Health*).
 - By the end of 2016–17, determine what the key messages of the 4-Yearly Review are going to be and how they differ from the 2011–2014 review. Develop an early draft table of contents of the final report.
 - Look at ways of making the data in the 2018 report "come alive" such as (i) incorporating infographics and (ii) turning *State of Our Health* data into population narratives, modelled on Chapters 1.5 and 1.6 of the 2014 report, "What's Working, What's Not".
 - HPC agreed to look at monitoring health outcomes for mental health and addiction separately in the work program. Secretariat to scope out what's possible for a short report

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by June 2017.

- HPC agreed to request the risk register from SA Health.
- HPC agreed to update the layout and content of the HPC website to represent the 4-Yearly review in line with the program outline.

4.0 Review of Country Health Advisory Councils' governance arrangements

- HPC noted the transcript of oral evidence to the Parliament of SA's Social Development Committee and oral update from the 2016 Combined HAC Conference session.
- HPC agreed to the following changes to the project for revisiting the 2011 HPC Review of HAC Governance:
 - Treat the third part of the project (Section 3 – Review of Aboriginal Experts by Experience) independently from the other two parts (Section 1 – Desktop review of 10 year plans/annual reports and Section 2 – Surveys of Country HACs, presiding members, etc.) so that it can be dealt with in depth.
 - Secretariat will create new draft project briefs and terms of reference to reflect this project separation and distribute to the HPC for endorsement out-of-session.
 - Clarify the project justification is driven by HPC program plans and schedule. As a collateral benefit the reports from sections one and two can be provided to the Social Development Committee during their inquiry period.
- Stephen Duckett and Mary Patetsos agreed to be project co-sponsors for Sections 1–2 (Stephen only until new HPC members start).
- Lisa Jackson Pulver and Mary Patetsos agreed to be project co-sponsors for Section 3.

5.0 State of Our Health

- HPC noted the summary report of *State of Our Health* communications monitoring.
- HPC noted the project status report.
- HPC endorsed the Secretariat's adoption of continual update work into business-as-usual.
- HPC suggested incorporating *State of Our Health* into broader comms strategy that includes periodically releasing key messages from the data as small snippets of targeted information directed at HPC's prescribed bodies.

6.0 Culturally and linguistically diverse communities (CALD) Leaders' Forum

- HPC noted the project status report, CALD Leaders' Forum output report and meeting outcomes of the planning working group.
- HPC agreed to the priority audit topics on CALD issues as part of the 4-Yearly Review (2015-2018), including a short report on data issues with monitoring health outcomes in CALD communities.
- HPC agreed to hold CALD Leaders' Forums in the future.
- Steve Tully advised the HPC that after the forum he met with the Australian Bureau of Statistics' National Migrants Statistics Unit on the reporting of ABS-identified minimum CALD data in national collections. Advice from the ABS is that although not routinely published, this CALD dataset is captured and available from data cubes via their TableBuilder tool.
- Secretariat to follow up with Lisa Jackson Pulver and ABS contacts on what CALD data can be accessed via TableBuilder.

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7.0 Aboriginal Leaders' Forum
<ul style="list-style-type: none"> • HPC noted the Aboriginal Leaders' Forum No. 5 Output Report from the session held on 18 May 2016 and subsequent follow-up planning group meeting on 1 June 2016. • HPC noted the next Aboriginal Leaders' Forum is planned for November 2016. • Lisa Jackson Pulver agreed to sponsor the HPC's next Aboriginal Health Case Study project.
8.1 Chair's communication meetings
<ul style="list-style-type: none"> • HPC noted the Chair's communication meetings since the last bi-monthly meeting on 19 May 2016.
8.2 HPC member updates
<ul style="list-style-type: none"> • HPC noted member updates: <ul style="list-style-type: none"> ○ Lisa Jackson Pulver updated HPC on the release of the ABS 2014–15 National Aboriginal and Torres Strait Islander Social Survey (NATSISS) on 15 June 2016. ○ HPC discussed Commonwealth government plans to allow Telstra Health to manage a new national cancer screening register from 2017. HPC noted the tabled copy of Stephen Duckett's article "Telstra Health will hold Australians' cancer details, so we need to ensure their privacy is protected" in The Conversation on 30 May 2016.
8.3 HPC Secretariat update
<ul style="list-style-type: none"> • HPC members noted the Secretariat's update.
9.0 Correspondence (incoming/outgoing)
<ul style="list-style-type: none"> • HPC members noted the incoming and outgoing correspondence since the last bi-monthly meeting on 19 May 2016. • HPC agreed to respectfully decline the Adelaide PHN's e-mail invitation to participate in the discussion on Alcohol and Other Drugs sector in the Adelaide PHN membership structure.
10.0 Meeting dates
<ul style="list-style-type: none"> • HPC agreed that future bi-monthly meetings will be from 9:30am–2:30pm. • Remaining meeting dates for 2016: <ul style="list-style-type: none"> ○ 8 September 2016 (Minister for Health attending) ○ 10 November 2016. • Meeting dates for 2017 will be discussed at the September 2016 bi-monthly meeting.

Responsibilities Taken:

Agenda Item	Responsible party	Action	Due date
Welcome and other business	Secretariat	<ul style="list-style-type: none"> Standing item: Invite Skye Jacobi and Michele McKinnon to the last half hour of all future HPC bi-monthly meetings. (Michele offered to present on S&Q, dashboards & data portal topics at the next meeting.) 	8 Sep 2016
	Secretariat	<ul style="list-style-type: none"> Invite Paddy Phillips to the Sep 2016 bi-monthly meeting to discuss clinical culture and population health, especially as it relates to Transforming Health. 	8 Sep 2016
	Lisa Jackson Pulver and Secretariat	<ul style="list-style-type: none"> Lisa to provide additional details to the Secretariat on NAGATSIHID workshop to organise HPC participation. 	8 Sep 2016
2.0 Monitoring SA Health's implementation of Transforming Health	Nominated HPC members and Secretariat	<ul style="list-style-type: none"> Participate in Transforming Health evaluation workshop. 	3 Aug 2016
	N Cugley	<ul style="list-style-type: none"> Make hospital activity charts prepared for HPC monitoring of Transforming Health available to workshop planners to turn into "gallery walk" posters. 	22 Jul 2016
3.0 HPC's 4-Yearly Review (2015–2018)	Secretariat	<ul style="list-style-type: none"> Update layout and content of HPC website to represent the 4-Yearly review. 	8 Sep 2016
4.0 Review of Country Health Advisory Councils' governance arrangements	M Jones	<ul style="list-style-type: none"> Separate project into two parts and draft new project briefs and terms of reference to reflect changes as agreed. 	8 Sep 2016
6.0 Culturally and linguistically diverse communities (CALD) Leaders' Forum	N Cugley M Jones Lisa Jackson Pulver	<ul style="list-style-type: none"> Follow up with Lisa Jackson Pulver and ABS contacts what CALD data is available in ABS TableBuilder. 	8 Sep 2016
9.0 Correspondence	Secretariat	<ul style="list-style-type: none"> Write to Adelaide PHN to decline their invitation. 	20 Jul 2016

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10.0 Meeting dates	Secretariat	<ul style="list-style-type: none"> Amend bi-monthly meeting agenda template to reflect new start time of 9:30am. Add 2017 meeting dates discussion to agenda for Sep 2016 bi-monthly meeting. 	8 Sep 2016 8 Sep 2016
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Updates from Previous Meeting (if any):

Details	Responsible party	Progress-to-date and next steps
Nil		

Unresolved Issues/Details to be addressed:

Unresolved Issue	Responsible party	Next steps to be taken
Nil		

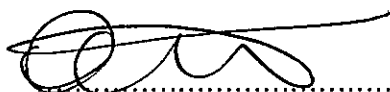
Date of next meeting:

Date: Thursday, 8 September 2016 (Note: Minister for Health attending)

Time: 9:30am – 2:30pm (Note: Earlier start time of 9:30am)

Venue: Meeting room 3, Level 2, CitiCentre Building, Adelaide

I certify that this is a true and accurate record of the meeting outcomes:



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Steve Tully
 Chair, Health Performance Council

Date: 8 / 9 / 2016

