Central Queensland Hospital and Health Board

meeting resolutions

2 May 2025

Board meeting minutes

Chairperson	Mr Matthew Cooke	Date and Time	Friday 2 May 2025 at 9.00 am
Venue	Meeting Room 1 Yarralla Sports Club Gladstone Events Centre Cnr Wood and Bell Street South Gladstone	Contact	Kristy Richardson Board Secretary (07) 49205759
Members	Mr Matthew Cooke (Chair) (by videoconference), Ms Tina Zawila, Ms Michelle Webster (by videoconference), Ms Ryl Gardner (by videoconference), Dr Anna Vanderstaay (by videoconference), Ms Kate Veach		
Apologies	Ms Leann Wilson, Ms Kerrie-anne Frakes, Dr Gulam Khandaker, Mr Rod Margetts		
In attendance	Ms Lisa Blackler, Ms Victoria Leov, Ms Shareen McMillan, Ms Nicole Trost, Ms Julie Kahl, Mr Heera Bhullar, Ms Donna Cruickshank, Ms Eric Buchan (by videoconference), Kristy Richardson		
Guest			

Declarations of interest:

The following standing conflicts of interest were noted:

Board Member	Type of interest
Mr Matthew Cooke	Chief Executive Officer, Gladstone Region Aboriginal and Islander Community Controlled Health Service Ltd t/a Nhulundu Health Service, A/Chief Executive Officer, Centre for Rural and Regional Aboriginal and Torres Strait Islander Health Ltd t/a Centre for Rural and Regional Indigenous Health, Director, Bailai Aboriginal Corporation for Land and Culture. (NFP Voluntary role), Director, Risk Response Engage Design Develop (Remunerated role / shareholder), Chairperson and Director of the Queensland Aboriginal and Islander Health Council (QAIHC), Director and Shareholder of Indigenous Energy Solutions Pty Ltd.
Ms Leann Wilson	Aboriginal and Torres Strait Island Healing Foundation Deputy Chair and Director; Aboriginal Hostels Limited Board, Director; Australian Rugby League Indigenous Council, Director; Queensland Indigenous Business Network, Director; Queensland Energy System Advisory Board, Member.
Dr Anna Vanderstaay	Senior Medical Officer (Part-time temporary) at South West Hospital and Health Service, Medical Officer (Casual) at Royal Flying Doctor Service (Qld Section), General Practitioner (Contractor) at Medicare Urgent Care Centre operated by ForHealth
Ms Kate Veach	Chief Executive Officer, Gladstone Women's Health

Board meeting resolutions

Meeting opening

The Chair formally opened the meeting at 11.00 am.

1. Closed member's session

A Closed Members Session was held between 9.00 am and 10.30 am.

2. Opening Business

2.1. Welcome and Apologies

2.2. Acknowledgment

2.3. Patient Story

2.4. Declarations and Conflicts of Interest made as noted above.

2.5. Review of Minutes
The Board
1. **ACCEPTED** the minutes of the meeting of 28 March 2025

2.6. Board Calendar and Meeting Calendar
Resolution:
The Board Calendar and Meeting Calendar was **UPDATED**

2.7. Update of Meeting Action Register
Resolution:
The Meeting Action Register was **UPDATED**

3. Key Updates

3.1 Health Service Chief Executive's Report

Resolution:
The Board **NOTED** the Health Service Chief Executive's Report

4. Matters for Decision

4.1 Contract for Provision of Urology Services

Resolution:
The Board:
1. **REVIEWED** the proposal and note the need for the services.
2. **ENDORSED** the Chair exercising the Chair's Type 4 Procurement Delegation for the proposal to proceed in the absence of a formal open tender process being undertaken in accordance with the Central Queensland Hospital and Health Services Contract and Procurement Management Policy (cq_c68) noting that the Central Queensland Hospital and Health Services exhausted its potential internal and international avenues to establish whether a potential market existed and that Vanguard Consultancy & Services is a sole supplier with the existing and the highly specialised skills required to provide services to Central Queensland community.
3. **APPROVED** the Central Queensland Hospital and Health Service entering into an agreement with Vanguard Consultancy & Services for the operationalisation of the Proposed consultancy services provision of Urology Services to Rockhampton Hospital delegate the negotiation and execution of the contract to the Health Service Chief Executive.
4. **NOTED** that pending negotiation of the contract terms that the Board may be required to exercise its financial delegation.

4.2 Strategic Plan – Review
Resolution:
The Board:
1. **APPROVED** the updates made to the reviewed Strategic Plan
2. **ENDORSED** a revision of *Destination 2030* and reaffirmed its intention to revise the Strategic Plan following the CQHHS' leadership and structural change and negotiation of key performance indictors under the new Service Agreement

5. Matters for Discussion

5.1 2025/26 Service Agreement – Window 1 (Round 1)

Resolution:
The Board **NOTED** the 2025/26 Service Agreement – Window 1 (Round 1)

5.2 March 2025 Finance Report
Resolution:
The Board **RECEIVED** and **NOTED** the March 2025 Finance Report

5.3 CQHHS Activity Performance
Resolution:
The Board **NOTED** the report

5.4 Committee Minutes and Recommendations
No minutes for the consideration of the Board

6. Matters for Noting

6.1 Correspondence
Resolution:
The Board **NOTED** the correspondence

7. General Business and Meeting finalisation

The following items of general business were discussed:

7.1 **Resolution:**
The Board appointed Ms Ryl Gardner as a member of the Audit and Risk Committee

The Meeting was closed at 12.40 pm with the Board moving into a further Closed Session.

8. Next meeting date

Confirmed Date: 30 May 2025
Confirmed Time: 9.00 am
Confirmed Venue: Gladstone