

Minutes of the Meeting of the Board of the Irish Blood Transfusion Service held on Monday 15th October 2012 at 1.00pm in the Boardroom, National Blood Centre, James's Street, Dublin 8.

Present: Professor Anthony Staines, Chairperson
Ms. Jane O'Brien
Dr. Paolo Rebullia
Dr Lelia Thornton
Mr Brian O'Mahony
Dr Conor McGrane

Also in attendance: Mr. Andrew Kelly, Chief Executive
Dr. Ian Franklin, Medical & Scientific Director
Ms. Mirenda O'Donovan, Secretary to the Board

1. Minutes of the meeting of the Board on Monday 17th September 2012.

The minutes of the meeting of the Board on Monday 17th September were approved without amendment.

2. Matters arising

Board membership

No further appointments have been made by the Minister. The CE and Chairperson will be preparing a briefing paper for the Minister and the Secretary General of the DOH outlining current issues in the IBTS, including the necessity to appoint a full Board.

3. Chief Executive's Report

Blood supply

The changes in haemoglobin deferrals has had a significant impact on the blood supply and targets were achieved in September.

Finance

Accounts are showing a positive variance to the end of September. There is a negative variance on staff costs as redundancies are being paid as they occur.

Public Service Single Pension Scheme

This has been introduced for new entrants to the public service and the IBTS has been informed by the DOH that this applies to the IBTS. This has implications for the future viability of the existing pension arrangements in the IBTS. A meeting has been sought with the DOH to discuss the matter.

IMB

The IMB will carry out an inspection of the National Blood Centre in the week commencing on 12th November.

HR

Four staff due to transfer to CUH in Cork will now be seconded due to issues raised by HSE South regarding pension entitlements.

Transport

This has been referred for conciliation. The HSE tender for transport services has been awarded and will commence in the New Year.

Redundancy scheme

This is going ahead as planned.

Accumulated hours

Agreement has been reached with the unions on progressing this Labour Court recommendation.

Diagnostics Cork

The CE is seeking a meeting with cross functional representation to progress the transfer of this service.

Health & Safety

There has been no increase in reportable incidents.

Oracle licensing

A meeting is scheduled to take place next week to discuss this matter.

Cost Restructuring

The EMT will be joining the Board to discuss this under item 4 on the agenda.

Plasma sales

The contract for the sale of plasma is in place until 2014. The apparent drop in income from the sale of plasma is due to a timing issue. The volume supplied is on target.

Documentary

The CE advised the Board that there was some interest from RTE in making a documentary about the IBTS, but that this has not yet been confirmed.

4. Presentation on Strategic Plan 2013 – 2015 and Cost Saving Measures

The EMT joined the meeting. The Chief Executive presented an overview of the work undertaken so far on the development of the next Strategic Plan. The Strategy map as presented was discussed at length. It was proposed that it should be tested on various stakeholders, either by survey or focus groups to get input from external stakeholders. It was noted that there would be monthly progress reports to the EMT from each Theme Team and each Theme Team would have a quarterly strategic review to measure their progress against objectives.

Dr Rebullia pointed out that in Milan they provide secondary medical services to donors, as a way to add value to donor wellness. Dr Thornton asked whether there would be any emphasis on staff wellness and the HRD pointed out that it was intended to carry out 2 staff surveys over the lifecycle of the strategic plan. It was also proposed by the Board that reporting on progress should be to the staff as well as the Board. It was noted that a comprehensive communications strategy would also be developed as part of the strategic plan.

It was agreed that the M&SD would revert to the Board on the matter of donor wellness for further discussion.

The Chairperson had asked the MAC to consider the restructuring proposals in relation to Cork. The Chairperson of the MAC reported that this had been discussed at length at the MAC and that she had asked the M&SD to prepare a discussion paper for the MAC. The M&SD suggested that the MAC get the same presentation on the restructuring proposals as the Board received at today's meeting. It was agreed that this would happen at a special meeting of the MAC in advance of the November Board meeting and that the MAC would then join the Board to discuss this item at the November Board meeting. It was agreed that a final decision on this matter would be made by year end.

6. Report on MAC Meeting of 15th October

Dr O'Riordan will be attending a prion working group meeting and would report back to the MAC on that. The Cork Centre was discussed at length. The Therapeutic Apheresis Service was also discussed and is a cause for some concern. The IBTS will cease to provide this service at the end of the year. There has been no progress by the relevant teaching hospitals in taking over the service. It was noted that this could be a significant clinical risk for the HSE. The CE is to write to the Head of the HSE, the Secretary General of the Department of Health and CC the Director of Patient Safety pointing out the risks of not progressing plans to develop this service at the major Dublin hospitals.

Dr O'Riordan briefed the MAC on the anonymised study on Hepatitis E which is due to commence in the coming weeks. The M&SD noted that the SNBTS have carried out a small study which suggests that potentially 1 in 8,000 donors have antibodies to Hepatitis E. It was noted that there is no CE marked test for Hepatitis E at this time, however, the IBTS will be tendering for NAT technology next year and this could include the capacity to add a test for Hepatitis E.

7. Minutes of MAC meeting of 23rd July

These minutes were noted.

5. Pension Fund

The documentation was noted. The CE met the unions last week to discuss the future of the pension scheme. He added that he believed there was now willingness on the union side to move forward and deal with the substantive issue and they have agreed to enter formal process. The High Court case was noted, this has been deferred to 05/11. The Pensions Board deadline for the submission of a funding plan is June 2013. The actuarial evaluation of 2011 recommended an increased contribution and that deficit is currently running at €1.8m.

The CE and Chairperson are meeting the Secretary General of the DOH on Friday next to discuss this issue.

There was some discussion on the actuarial assessment of the impact of the new Public Service Pension Scheme on the existing scheme. Correspondence from the Chair of the Trustees regarding amending the Trust Deed was noted. The CE proposed to issue a letter clarifying the matter.

9. Risk Registers

The CE confirmed to Ms O'Brien that following a tender process, a firm of external auditors have been appointed. It was noted that the successful company were to

review the risk registers and after they had completed that task, then the Board should examine the risk registers when that feedback is available. This was agreed.

Signed: _____

Date: _____