

MINUTES

Date of Meeting	15/06/2015	Ref	15/04/MO'D
Meeting	IBTS Board		
Present	Dr Liz Kenny, Acting Chairperson, Dr Julie Heslin; Dr Jorgen Georgsen; Kate Williams		
Apologies			
In attendance	Andy Kelly, Chief Executive; Dr Willy Murphy, Medical & Scientific Director; Mirenda O'Donovan, Secretary to the Board		
By Audio-link			
#	Item	Notes/Action	
1.0	Minutes of the Board meeting on 20/04/2015		
1.1	The minutes of the Board meeting held on 20/04/2015 were agreed without amendment.		
2.0	Matters arising		
2.1	<i>Voluntary Redundancy</i> – while the DOH has not approved a redundancy scheme for the Cork Centre, the Board did approve it some time ago. Redundancies in QA and Donor Services have been implemented. 5 staff in Components have agreed terms but will remain in place until the end of September when single site processing is implemented. One Diagnostics staff member has also agreed terms but will not leave until the end of September. They have been replaced through internal redeployment. The CE and M&SD met Dr Power to discuss the future of the Diagnostics service. The different options discussed are to be considered. Components staffing break down – 2 have not been placed; 3 have done interviews with CUH, 2 have got alternative internal posts. A final decision must be made on secondary processing and how this will be managed.	The transitioning of Diagnostics in advance of the new Centre being opened is to be discussed with the HSE.	
2.2	<i>HEV Testing</i> – The CE, M&SD and Dr O'Riordan met the Blood Policy Division, DoH the week before last to discuss implementing the test. The recommendation going to the CMO and the Minister is that universal testing be implemented for the next 3 years. The IBTS is waiting for formal approval of this proposal but would hope to have it implemented by the end of the year.		
3.0	Chief Executive's Report		
3.1	<i>Shareholder/Government</i> – monies owed from OLCHC and SJH are still outstanding. The draft risk register is included in the Board papers for discussion as a separate item on the agenda. The core business is doing very well. FRCCs for May were approximately on budget while platelets issues were up 9.17% The pension issue continues to have an adverse impact on the finances. Discussions had been ongoing with the DoH and DPER and the document agreed with the unions at the LRC was sent to DPER and DoH. DPER has written back expressing its concern at one of the commitments in the LRC document, saying that this was without sanction, however the IBTS disputes this.	Board agreed that the Chairperson should seek a meeting with the Minister for Health and the Minister for DPER to discuss the pension issue.	
3.2	<i>Customer</i> – the DoH has confirmed that ABC will not be implemented in 2015. It is hoped that the budget adjustment required will be included in the vote for the 2016, so that it can be implemented from the start of next year. The HSE has been provided with the figures for each hospital and hospital group so that they can see the impact and		

	know the adjustment needed. A pilot of an appointment system has commenced in the Limerick Centre. The feedback from donors has been very positive. Approval has been received from the Minister to proceed with the purchase of a new Centre in Tuam. Rebranding the external D'Olier Street clinic is being looked at in consultation with Dublin City Council as it is a listed building.	
3.3	<i>Safe and Sustainable supply – see 2.2 above.</i>	
3.4	<i>Learning and Growth – BECS Project – the project management fee has been agreed at €35,000 + VAT. There have been some issues regarding the hospitals and labelling. Dual labelling will still apply in a number of hospitals. As of Friday evening there were 4 hospitals that are problematic. The M&SD has been in contact with the Consultant Haematologists in the hospitals and the CE wrote to the Hospital CEOs in May. The CE pointed out that there were lessons to be learnt for the IBTS from this issue 4 parallel runs have now been completed. The new system is due to go live on Sunday night.</i>	
4.0	Cork Centre	
4.1	The CE met the General Manager CUH and the Acting CEO of the South/South West Hospital Group last week to discuss the establishment of a Steering Group and a working group on Therapeutic Apheresis and blood banking. The CE also met the HSE Estates Manager to discuss 3 site options. The original site may not be suitable as the new Centre will include the blood bank, where the previous Centre did not.	
5.0	Minutes of the Finance Committee of 11th February	
5.1	The minutes were noted. There was also a more recent meeting of the Finance Committee, where the implementation plan for BECS was discussed at length as well as the deficit and the pension scheme. It was queried as to whether the Chair of the Finance Committee had been reappointed to the Board and the CE said he did not know, that the outgoing Chairperson had written to the Minister suggesting he reappoint her, but that the IBTS has had no formal notification regarding Board appointments. The Acting Chairperson advised that B O'Mahony has been reappointed, as well Prof Anthony Staines as Chairperson.	
6.0	Risk Register	
6.1	The draft Risk Register was discussed. The CE explained why the inherent risks were extracted from the main document. Dr Georgsen suggested that an additional column be added to capture the actions/measures taken to address the risks.	
7.0	MAC Minutes 23rd February and 20th April	
7.1	The minutes were noted. The MAC had revised the TOR for the Committee in light of the Board's suggestions. Photo ID has been recommended as a safety issue with a name and date of birth. The OPsD expressed some concern to the MAC about the impact of this on donations as up to 40% of donors surveyed do not routinely carry ID that meet the criteria. The M&SD said they would be happy to introduce it gradually on a clinic by clinic basis. On MSM, the M&SD confirmed that his recommendation would only be to the DoH and the Minister once approved by the MAC and the Board. He hoped this would go to the MAC in the Autumn and then to the Board. 0.5 of a post for back fill for Dr Power has been requested to enable her to	



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	take on the work of co-ordinating the NTC. The CE has agreed to write to the DoH regarding funding.	
8.0	Correspondence	
8.1	This was noted.	
9.0	Date of next meeting	
9.1	The next meeting of the Board will be at 12 noon on Monday 7 th September in the Cork Centre.	

Signed: _____

Date: _____