

**Minutes of the Meeting of the Board of the Irish Blood Transfusion Service held on Monday 18<sup>th</sup> July 2011 at 12.30pm in the Boardroom, National Blood Centre, James's Street, Dublin 8.**

**Present:** Ms. Katharine Bulbulia, Chairperson  
Mr. Sean Wyse  
Ms. Jane O'Brien  
Ms. Sinead Ni Mhaille  
Dr. Paolo Rebulla  
Mr. David Keenan  
Mr. David Lowe  
Ms Ann Horan

**Apologies:** Dr. Hilary O'Leary  
Mr. Mark Moran  
Dr Paul Browne  
Ms Marie Keane

**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 20<sup>th</sup> June 2011**

The minutes of the Board meeting on 20<sup>th</sup> June 2011 were agreed subject to amendment.

**2. Matters arising**

*Therapeutic Apheresis Service*

The Medical & Scientific Director and the Director of Nursing met SJH to discuss this issue, but there has been no progress. The CE & M&SD will now meet to decide on the future of the service.

*Voluntary Redundancy Scheme*

This was raised at a meeting between the DOH and the CE and Human Resources Director. The DOH officials have agreed to consider the points made by IBTS Executive and to revert with their views.

*NHO*

A draft SLA with the IMB was received. This has been reviewed internally by the IBTS and amended. The amended draft will be returned to the IMB this week.

*Board*

The Chairperson raised the proposal arising out of the Board evaluation that the Board should have an offsite day arising from the response to the evaluation. It was proposed that the cost saving measures being examined by the Executive and due to be presented to the Board in September should form the basis of this day. It was agreed that this should be integrated into the normal working meeting

of the Board in September and that the Executive Management Team would be available to participate in those deliberations.

### **3. Chief Executive's Report**

#### *Blood supply*

There was a significant drop in red cell usage in June. It is anticipated that usage will decline further in Q3 and 4 as activity levels in the hospitals drops.

#### *BECS*

There were 4 responses to the RTP and these are to be evaluated in the coming weeks for short listing. Membership of the Peer Review Group is being finalised. The CE has asked the DOH&C again to release the other IT projects.

#### *Income*

There was a positive variance in June due to an increase in the sale of platelets.

#### *Electronic Ordering*

Progress with this project is going very well. The pilot V2 has been deployed in SJH and it is envisaged that it will be rolled out in OLC and CUH by the end of the summer.

#### *Human Resources*

The CE noted that the impact of change programme on the collection teams has been significant. He has been visiting the teams over the last number of weeks.

#### *Virology Contingency*

SNBTS has agreed to provide this contingency. However, Scotland is currently implementing eProgesa and this will have a direct impact on the availability of their IT resources to work on this project. This will have an impact on the proposed timeline. It is intended to finalise the go live date for this project in the coming weeks.

#### *Dr Lawlor's retirement*

A response was received today from SJH and this will now be forwarded to the HSE.

#### *SBP Article*

The CE briefed the Board on a misleading headline in the Sunday Business Post which implied that a substantial award for damages had been paid to a patient for receiving contaminated blood. In relation to a supplier of transport services, the CE clarified the amount of business done by the IBTS with the supplier.

#### *Quality Review Plan*

The CE confirmed that this would be considered at the next meeting of the Audit & Compliance Committee.

#### *New donor figures*

Concern was expressed at the continued decline in new donors. The CE assured the Board that this was being monitored carefully, adding that red cell usage was in decline and 120 clinics had been taken out of the system for the year which reduced donation opportunity.

#### **4. Medical & Scientific Director's Report**

##### *Medical Staff*

The M&SD briefed the Board on the arrangements being put in place for Dr Lawlor's retirement and that the appointment of a locum was at an advanced stage. A review of medical responsibilities would lead to the appointment of someone permanent to the post in the next twelve months.

##### *MSM*

The M&SD confirmed that it was unlikely there would be an announcement by the UK Government on this deferral policy prior to the summer recess.

##### *vCJD*

The UK is planning a full review of the vCJD risk, looking at all of the published evidence since the last risk evaluation in the late 1990s.

##### *Consent to transfusion*

The UK Blood Safety Group will hold a meeting in October looking at consent to transfusion.

#### **5. Remuneration Committee**

The Executive left the meeting, so that the Chair of the Remuneration Committee could report to the Board.

The Board approved the report from the Remuneration Committee. The Executive rejoined the meeting.

#### **6. Presentation by the Human Resources Director**

The HRD gave a presentation on the implementation of the Croke Park agreement and the ongoing change programme in the IBTS. The Chairperson thanked the HRD on behalf of the Board for a detailed and informative presentation. The Board noted the progress being made by senior and middle management in delivering the change agenda. It was also stated that the IBTS is using the framework of the Croke park agreement rather than waiting for direction. It was suggested that the IBTS might consider publishing a paper on the progress made in an academic/scientific journal.

#### **7. Cork Centre**

The CE confirmed that the request for site approval in CUH went to the HSE Board last Thursday and was approved.

#### **8. Pension Scheme**

The CE and HRD met DOH officials last week. The 0.6% levy imposed on the assets of pension schemes will apply to the IBTS Pension Scheme and will cost €450,000 per annum. The Finance Committee has engaged an actuary to develop options for the funding of the scheme. The CE reported that he had discussions with the unions and had informed them that once the actuary has the results of the current evaluation that these will form the basis for negotiations on the future of the scheme. It was agreed that officials from the Department of

Finance would need to attend the next meeting in September to discuss the scheme.

Correspondence from the Trustees regarding the 0.6% levy was noted. It was agreed by the Board that this was a tax and was a matter for the Trustees and the employees and was not a matter for the employer. .

## **9. Cost saving measures**

Four task groups have been considering all aspects of the business over the past few months. The DOH has sought savings of 10%, the equivalent of €7m. The CE briefed the Board on the status of the discussions to date but stated that further work needed to be done before proposals could be brought to the Board for consideration.

It was agreed that these proposals would be discussed in detail at the September Board meeting.

## **10. MAC Minutes 16<sup>th</sup> May**

The minutes were taken as read. It was noted that the process of replacing Dr Lawlor was underway.

## **11. Audit & Compliance Committee 8<sup>th</sup> March**

The minutes were taken as read. The Chair of the A&C Committee noted that these minutes had been approved by email and were now historic as the Board had been briefed on the meeting.

The CE confirmed that a presentation by a possible service provider for the review of the Quality function was taking place tomorrow.

## **12. Date of next meeting**

The next meeting of the Board will take place on **Monday 19<sup>th</sup> September at 12.30pm**. This will be an extended meeting to facilitate participation of the Executive Management Team on proposed cost saving measures.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_