

Minutes of the Meeting of the Board of the Irish Blood Transfusion Service held on Monday 17th January 2011 at 2.00pm in the Boardroom, National Blood Centre, James's Street, Dublin 8.

Present:

- Ms Katharine Bulbulia, Chairperson**
- Mr Sean Wyse**
- Mr David Lowe**
- Ms Jane O'Brien**
- Ms Ann Horan**
- Ms Sinead Ni Mhaille**
- Dr Paolo Rebullia**
- Mr David Keenan**
- Mr Mark Moran**
- Dr Paul Browne**
- Ms Marie Keane**
- Dr Hilary O'Leary**

Also in attendance:

- Mr Andrew Kelly, Chief Executive**
- Dr Ian Franklin, Medical & Scientific Director**
- Ms Mirinda O'Donovan, Secretary to the Board**

The Chairperson wished everyone a happy new year and welcomed Dr Hilary O'Leary to the Board and also welcomed Dr Ian Franklin to the IBTS as Medical & Scientific Director.

1. Minutes

The minutes were agreed subject to amendment. This was proposed by Ms A Horan and seconded by Mr M Moran.

2. Matters arising

Change of meeting day

It was agreed that the Board would meet in future on Mondays. The new meeting time would be 12.30pm. It was agreed that the Board Secretary would send the revised schedule of meetings for 2011 to the Board members.

Reconfiguration of services HSE South

The CE has sought a meeting with the relevant HSE personnel on the implications of this programme of change for the IBTS – a date has not yet been agreed.

IMB

The IBTS response to the report has been resubmitted.

Therapeutic Apheresis

The CE will be meeting the Chief Executive of SJH on Friday morning.

Business Plan

This was circulated to the Chairs of the Board sub-committees after Christmas. The EMT meeting on 4th February will be reviewing all activities to prepare a menu of options to achieve savings prior to discussion with the Board.

PRSI increase

The 2011 budget has been revised to incorporate the PRSI changes announced by the Government in December to achieve a breakeven outcome.

NHO

The DOH&C has agreed with the IMB that mandatory reporting will transfer from the NHO to the IMB. A meeting is scheduled with the IMB to progress this decision and to begin the process of purchasing the required software.

M&SD Report

The Chairperson requested that the M&SD would provide a written report on medical matters to the Board.

3. Chief Executive's Report

Blood supply

This remained very strong over Christmas due to the huge public response to the campaign for donations during the bad weather. A number of clinics have had to be cancelled and the Bloodmobile has been off the road since mid-November and will not be back in service until Mid-February due to staff shortages. Additional nurses will be coming on stream shortly.

There has been quite a dramatic drop in platelets usage in 2010 and there was also a reduction in red cells usage towards the end of the year.

Finance

The budget parameters set by the DOH&C will be the subject of discussion at the EMT on 4th February.

Quality

The Director of Quality will present to the Audit & Compliance Committee meeting at its meeting on 8th February. There has been a reduction of 166 SOPs due to rationalisation during the National SOP project.

Labour Court Recommendation

The Labour Court found in favour of the union regarding their claim on redundancy. The Recommendation was approved by the Board on the recommendation of the EMT. A proposal for a targeted redundancy scheme for the IBTS is to be prepared by the EMT for approval by the DoH&C.

Qualitative Research

Behaviour and Attitudes were nominated for a research category award for work carried out for the IBTS and won the award. The Board congratulated Behaviour and Attitudes on their success.

Recombinant products

Dr Paul Browne left the meeting at this point. The CE briefed the Board on the current status of the transition arrangements. It was noted that there was no contract available for Board approval for Factor IX – there are ongoing discussions taking place between the HSE, SJH and the supplier regarding the cost. The Board approved the existing rolling arrangements in place until a contract is ready for Board approval.

4. Cork Centre

The CE showed the plan for SFH and the site options available at this location. It was reiterated that in the view of the Board, spending €3.5 - 4m on parking was unacceptable. It was also noted that as discussions with the HSE regarding the CUH site have been unproductive. Dr Browne added that this had been discussed at the MAC and it was the clear view of the MAC that the new centre in Cork should be located on a teaching hospital campus. This view was supported by Dr O'Leary.

The Board discussed the material benefits of co-location and it was agreed that the CE would prepare a paper for the Board on the pros and cons of location on a teaching hospital campus versus SFH. The CE also confirmed that the costs associated with the SFH site option would be minimal. The Board agreed that the CE should inform the DOH&C about the progress on the other site option.

5. Draft Communications Strategy

The CE briefed the Board on the draft communications strategy. The Board made a number of suggestions to the strategy and suggested that the targets included be expanded further with some additional areas included. The role of communications in relation to the hospitals as key stakeholders was also discussed. The strategy was approved subject to amendment.

It was agreed by the Board that meetings in future would commence at 12.30pm with the MAC commencing at 11.00am. It was also agreed that times be allocated to items on the Board agenda.

8. AIB Internet payments

This was proposed by Mr M Moran, seconded by Mr D Lowe and approved by the Board.

10. Minutes of the MAC on 16th November 2010

The two issues highlighted were the ongoing discussions regarding the transfer of the Therapeutic Apheresis Service and the development of the new Cork Centre.

6. Pension Scheme

The CE briefed the Board on recent contacts with DOH&C officials on this issue. The DOH&C position regarding vetoing of IBTS IT projects remains unchanged with the exception of the Bone Marrow Database project. Correspondence from the Minister was circulated and discussed. Correspondence from the Trustees of the Pension Scheme was discussed. It was agreed that provision for the historic liability to the Scheme would be made in the 2010 accounts. The content of the letter responding to the Minister was agreed. It was noted that the next 3 year valuation of the scheme would commence in May of this year. The Chair of the Finance Committee suggested a response to the Trustees and this was agreed following some discussion.

7. Presentation on end of year review

The Chief Executive made a presentation on the progress achieved against key metrics in 2010 across a range of functions in the IBTS. The Board recorded its thanks to the Chief Executive and the management team for the progress achieved in 2010.

11. Date of next meeting

The next meeting of the Board is on **Monday 14th February** at the new, agreed time of **12.30pm**.

Signed:_____

Date:_____