

**Minutes of the Meeting of the Board of the Irish Blood Transfusion Service held on Monday 16<sup>th</sup> April 2012 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**
- Dr. Paolo Rebullia**
- Mr. David Lowe**
- Mr Dave Keenan**
- Dr Paul Browne**
- Dr Hilary O'Leary**
- Dr Lelia Thornton**
- Ms Marie Keane**
- Ms Ann Horan**

**Apologies:** **Ms Sinead Ni Mhaille**

**Also in attendance:**

- Mr. Andrew Kelly, Chief Executive**
- Dr. Ian Franklin, Medical & Scientific Director**
- Ms. Patricia McNally, A / Secretary to the Board**

**1. Minutes of the meeting of the Board on Monday 20<sup>th</sup> March 2012.**

The minutes of the meeting of the Board on Monday 20<sup>th</sup> March were approved without amendment.

**2. Matters Arising**

*Recombinants*

It has not been confirmed that the commencement order has been signed into law. The date of transfer remains 30<sup>th</sup> April 2012.

*Blood mobile*

The blood mobile was sold to WBS.

*Transport review*

The HSE commenced a new tender process on 12<sup>th</sup> April 2012.

**3. Chief Executive's Report**

*Blood supply*

The CE noted that the blood supply had been very difficult to maintain over the past couple of weeks, however, it had stabilised in the last week. The new haemoglobin project, Easter and fine weather had all contributed to this situation.

*Quality Review*

The Consultants who carried out the review will present their findings to the staff that participated on 18<sup>th</sup> April 2012.

*Electronic Ordering System*

This is now live in every hospital and is working well.

#### *HR*

The Labour Court recommendation on accumulated hours has been received which allowed accumulated hours to go ahead. The recommendation will result in a cost due to a loss of earnings claim. Discussions on redeployment of staff in Cork are ongoing with CUH to get 'like for like' transfers and honour the terms of Croke Park.

#### *Voluntary Redundancy Programme*

There have been 8 applications for voluntary redundancy to date. Closing date for applications is close of business on 30<sup>th</sup> April 2012.

#### *Dark Site*

It was noted that a proposal to have Cork laboratory as a 'Dark Site' was being undertaken. This would mean that testing would be transferred but the laboratory in Cork would be maintained by running tests once per week or once per month until contingency arrangements with the SNBTS have been finalised. There are no staff / cost implications to this proposal. There would be a cost saving.

#### *Rights Commissioner Decision*

It was noted that an appeal in this case was unlikely to be successful. Consequently, it had been agreed to accept the recommendation.

#### *Health & Safety*

The new table of reporting was noted. The CE confirmed that it will be easier to trend using this new method over the coming months.

#### *BECS*

Evaluation of the responses to the tender had resulted in MAK being the preferred supplier.

#### *Strategic Plan 2012 – 2015*

It was noted that Mr. Will Roche, Bord Gais, had attended the EMT on 13.04.12 and outlined how Bord Gais had developed the Balanced Scorecard and were using it to drive development of strategy and monitor its implementation.. The development of the balanced scorecard system in the IBTS will underpin the Strategic Plan 2012 – 2015 which will be developed over the coming months.

## **4. Pension Scheme**

Following a meeting between the DOH and DPER in March a letter was received from Ms. F. Spillane, DOH, outlining what had been agreed at the meeting in relation to the PRD and IBTS Pension Scheme. This did not resolve the issue for the IBTS. A meeting has been organised with the group of Unions for Friday 27<sup>th</sup> April to discuss the issue and to try to agree a way forward as it had been made clear by the DoH that there should be *no increase "in the employer's contribution either on a ongoing basis or via periodic lump sum contributions to the fund"*.

It was agreed that there would be a special Finance Committee Meeting scheduled for Tuesday 24<sup>th</sup> April to discuss both issues and report back to Board on these discussions.

## **5. Cost saving measures**

The meeting with the Minister for Health has been scheduled for Thursday 26<sup>th</sup> April 2012 at 2.30 p.m. It was noted that the EMT will work on a document which will be presented to the Minister at the meeting in conjunction with the Board. This document should answer any question the Minister may have in relation to the cost saving proposals and outlined in the briefing document sent to him by the Chairperson.

## **6. Presentation on Marketing**

Mr. Kieran Healy and Ms. Clare MacDermott gave a presentation on Donor Recruitment / Retention and Marketing respectively. They outlined the new Creative Campaign which will be coming into operation in the next few weeks. The Chairperson thanked Mr. Healy and Ms. MacDermott for the detailed and informative presentation.

## **7. Minutes of the MAC meeting on 20<sup>th</sup> February 2012**

The minutes were taken as read. The Chairperson of the MAC briefed the Board on the proposal to test for WNV for donors on return from an endemic area which should cost approx €35,000 a year. However, this cost will increase if France / Spain have confirmed WNV.

## **8. Any other business**

The Chairperson noted the date of the next meeting as Monday 21<sup>st</sup> May would be the last Board meeting for 9 current members of the Board. It was noted that the notification for Chairperson and members of the Board was on the publicjobs.ie website with a closing date of 2<sup>nd</sup> May 2012. She urged as many outgoing members as possible to consider applying for reappointment under the new protocol. The Chairperson also thanked Ms McNally for minuting the meeting.

## **9. Date of next meeting**

The next meeting of the Board will take place on **Monday 21<sup>st</sup> May 2012 at 12.30pm.**

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

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