Irish Blood Transfusion Service
Seirbhís Fuilaistriúcháin na hÉireann

MINUTES

Date of Meeting	09/06/2025	***Ref***	25/03/MO'D
Meeting	**IBTS Board**		
Present	Deirdre-Ann Barr, Chairperson; Dr Sharon Sheehan; Kevin Gregory; Noel Beecher; John Quinn; Dr Jean-Baptiste Thibert; Stephen O'Hare; Dr Nina Orfali; Una Clifford; Ann O'Connor		
Apologies	Peter Dennehy; Dr Sarah Doyle		

#	**Item**	**Notes/Action**
1.0	**Private Members Time**	
1.1	The Board met in private session.	
	It was noted during private members time that the Chairperson's term of office is due to expire on 23rd June. If necessary after that date the Board will convene to nominate an interim Acting Chairperson.	
1.2	**Conflicts of Interest**	
	None declared.	
1.3	**Welcome and apologies**	
	The Chairperson welcomed Dr Jean-Baptiste Thiebert to the Board. Apologies noted from P Dennehy.	
2.0	**Minutes of the meeting of the Board on 28th April 2025**	
	The minutes of meeting were approved subject to amendment.	
2.1	**Matters arising**	
	Board Strategy Away Day – the Chairperson thanked the S,P&PM who organised the day for an informative and engaging event.	
	For approval	
3.0	**R&D External Committee Membership and ToRs**	
3.1	The Chair of the R&D Committee went through the proposed external nominees for the R&D Committee. The 4 nominees were approved by the Board. The revised ToRs were discussed. These were approved by the Board.	
	For Discussion	
4.0	**CIO Presentation**	
4.1	The CIO C Hughes joined the meeting for a detailed discussion with the external cyber security consultants. The current landscape for hostile actions in cyber space was presented. A heightened risk for the healthcare sector worldwide was noted. The risk from social engineering was discussed. The BCP in the context of a cyber attack impacting production/testing was discussed. The Board were updated on progress with NIS-2 requirements and the likely timeline for the Directive implementation via the National Cyber Security Bill 2024 was discussed. The Board responsibilities identified in the Bill were highlighted. D&O cover for regulatory breach discussed. Cyber insurance discussed. Finance Committee to look at the insurance issue at its next meeting in July. Preventative measures outlined in the Bill discussed. NIS-2 compliance measures being undertaken discussed. Cyber risk management framework almost complete. Supplier management policy discussed. Testing of the major incident plan discussed. Resource availability and recruitment and retention in this area highlighted. The Chair thanked the CIO and the external cyber security consultants for their presentation.	.
5.0	**Chief Executive's Report**	
5.1	Blood supply – good response to the appeal in May. Cork Centre Redevelopment – Project Management Resource has been procured.	

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	DoH – second quarterly governance meeting to take place later this week. HPRA – three inspections YTD – all now closed. Last NBC inspection from 2024 still open, with one item remaining to be closed out. IA Reports – there is a follow up on the Quality Governance Audit, which while satisfactory is to come back to the ARCC in September. BloodHit Conference final report noted. Costs associated with the Conference discussed. HR/People – total staff turnover of 3.2% to the end of May. IBTS has submitted 4 applications across a number of categories to the Workplace Excellence Awards. All submissions made have been shortlisted. HSA Regulatory – NBC had an unscheduled HSA audit in May.	
6.0	**Medical & Scientific Director's Report**	
6.1	Blood supply – ongoing issues particularly with RhD negative discussed. The appeal had an impact on attendances in May. A number of positive developments were outlined by the M&SD. ISO accreditation for RCI – this has been progressed and it is likely to be ready for re-inspection in Q2 2026. NTAG – the group has been reconstituted and is meeting next week. IDRA – waiting on the data from the compliance study. TAS – review of the service is ongoing. R&D – renovation of the R&D space has now reached project management stage. NAT testing – migration to new platform completed which has implications for how samples are tested for HIV and Hepatitis B, C and E.	
	For information	
7.0	**Minutes of the M&SAC meeting on 3rd March**	
7.1	Minutes noted. Chair of the MSAC briefed the Board on its most recent meeting. The MSAC ToRs have been amended and approved by MSAC and will come to the next Board meeting for approval in September. There was a presentation on R&D. There was a discussion about the extension of the shelf life for neonatal products from 5 days to 8 days which will be raised by the M&SD at NTAG. Supply of products to maternity hospitals and neo natal units discussed. It was noted that CHI will have a neonatal ICU. The number of deferrals under IDRA for high risk behaviour were also noted.	
8.0	**Minutes of the Audit, Risk and Compliance Committee meeting of 15th April and ARCC Annual Report 2024**	
8.1	Noted. A O'Connor briefed the Board on the Committee's most recent meeting on 3rd June. Financial Statements have been finalised and the C&AG audit is now closed. Training on risk and governance was raised by the Chair as an issue to be addressed during 2025. Records archiving and destruction being reviewed. Quality Governance Audit discussed. An unscheduled audit by the HSA noted. CE confirmed that the compliance checklist is now available on Board resources.	
9.0	**Minutes of the Finance Committee meeting of 4th February**	
9.1	Noted. The Chair of the Committee briefed the Board on its most recent meeting on 21st May. Delays in payments from the HSE was discussed. The commencement of the annual budget cycle was discussed as well as a planned price increase in this budget cycle for 2026. Reduction in the accrual of AL noted. Retirement policy discussed. Finance ToRs reviewed.	

10.0	**Minutes of the R&D Committee meeting on 5th November**	
10.1	Noted. The Chair briefed the Board on the most recent meeting of the Committee on 29th April. Revised ToRs and revised Committee membership noted. Internal R&D Committee ToRs reviewed. Research consent being progressed. The cost of the R&D laboratory development is expected to be in the region of €600,000. The final report on the Blood Hit conference was discussed.	
11.0	**Date of next meeting**	
11.1	The next meeting of the IBTS will take place on **Monday 22nd September at 12 noon.**	

Signed:________________________________ Date:____________________