

Public Board Meeting
Galway & Roscommon University Hospitals Group

Tuesday, 18 June, 2013 17.30- 19.30
 Staff Restaurant, Nurses Home, UHG, Galway

Members Present:

Mr Noel Daly, Chair (ND)
 Dr Jim Browne, Non Executive Director (JB)
 Dr John Killeen, Non Executive Director (JK)
 Ms Phyllis MacNamara, Non Executive Director (PMN)
 Dr Brendan Day, Non Executive Director (BD)
 Mr Zubair Javeed, Non Executive Director (ZJ)
 Mr Bill Maher, Group CEO (WEM)
 Dr Pat Nash, Group Clinical Director (PN)
 Mr Maurice Power, Chief Financial Officer (MP)
 Ms Colette Cowan, Group Director of Nursing and Midwifery (CC)
 Ms Fiona McHugh, Secretary, (FMH)

Attendees:

Mr Tony Canavan, Group Chief Operating Officer (COO)

Joined the meeting:

Dr Francis Finucane, Consultant Endocrinologist, Galway University Hospitals
 Ms Ann Cosgrove, General Manager, Galway University Hospitals
 Ms Jean Kelly, Director of Nursing and Midwifery, Galway University Hospitals

Apologies:

Mr Ray Mitchell, HSE Assistant National Director

Agenda Item No	Discussions /Comments	Action
	<p>Before opening the meeting the Chair Mr Noel Daly addressed the public in English and Irish and thanked the members of the public for attending the meeting. He also outlined the arrangements and introduced the members of the Board.</p> <p>The Chair informed the Board that he had been handed a letter prior to the start of the meeting from Roscommon Hospital Action Committee requesting permission to address the meeting. He explained that the facility didn't currently exist but that the Group CEO and himself would meet with representatives immediately after the meeting.</p>	ND
1.	Apologies/ Agenda/ Minutes	
	<p>The minutes of the Board meeting of the 21 May 2013 were approved on the proposal of Dr John Killeen, seconded by Dr Jim Browne and the action points reviewed and noted.</p> <p>Arising from the minutes the Chair invited Dr Pat Nash to provide a briefing in light of the publication of the NIMT report 50278 into the death of Ms Savita Halappanavar. Dr Nash identified the significant improvements that had been implemented at UHG in response to the interim Safety Recommendations issued</p>	ND

	<p>last November by the Chair of the investigation, Professor Sir Sabaratnam Arulkumaran. Dr Nash accepted the final report recommendations and advised that that the hospital will work to fully implement same. In conclusion, Dr Nash proposed that the Board endorse the apology and sincere sympathises issued by UHG to Mr Praveen Halappanavar and family. In response the Board passed a vote to offer apologies and sincere sympathises to Mr Praveen Halappanavar and family. Proposed by Ms Phyllis MacNamara and seconded by Dr John Killeen.</p> <p>Dr Brendan Day as Chairman of the Quality and Patient Safety Committee in consultation with Dr Pat Nash Clinical Director agreed to take this report 50278 and report back to the September Board meeting with timelines and milestones for implementation of recommendations.</p> <p>It was noted that the HIQA Investigation is still ongoing and a date for publication of report is not yet known.</p> <p>Group Hospital Foundation Arising from the last meeting Mr Noel Daly informed the Board that a meeting has been convened for 27 June to explore how the foundation for the Group might work and the Group will be joined by Chairs of the Friends of Letterkenny and Sligo Hospitals.</p> <p>Mr Daly agreed to provide a proposal arising from the meeting to the next Board Meeting.</p> <p>HSE Invitation to Tender for Board Governance Mr Maurice Power advised the Board that the HSE have identified a preferred supplier who will be appointed in the coming weeks. The successful supplier will identify a programme of work to review existing Board Governance, identify recommendations based on best practice and prepare a road map for new Groups on transition to Trust Status. Mr Power will keep members advised of progress.</p>	<p>ND</p> <p>BD/PN</p> <p>ND</p> <p>MP</p>
<p>2.</p>	<p>Chairman update</p>	
	<p>Endoscopy Unit Roscommon Mr Noel Daly informed the Board that planning permission has been granted for the state-of-the-art €3m Endoscopy Unit at Roscommon County Hospital. This development was welcomed by the Board and further evidence of the commitment to develop Roscommon Hospital as an exemplar Model 2 Hospital.</p> <p>Launch of Project Echo Mr Noel Daly spoke to the recent Launch by on Taoiseach at Farmleigh of Project Echo (Technology for Medicine) as part of the Change Nation Programme which he and Ms Cowan attended. It was noted that we are one of the few Groups invited to participate. Ms Colette Cowan provided a brief summary of the project and agreed to provide a full report to the next Board meeting. The participation of the Group in this project was welcomed by the Board.</p> <p>Higgins Report Mr Daly spoke to the recent announcement by Minster Reilly of the new Hospital Groups, and advised that Prof Higgins the author of the report will visit Galway next week to meet with senior management and staff of the Group and he extended an invitation to the Board members to attend. The principal recommendations for the</p>	<p>CC</p>

	Group are the proposed addition of Mayo General, Sligo Regional and Letterkenny General to the Group.	
3.	Chief Executive Officer (CEO)	
	<p>CEO Report (42/2013) Mr Bill Maher presented a summary of his report as previously circulated, and drew the Boards attention to some of the key issues:</p> <ul style="list-style-type: none"> • Emergency Department trolley waits have considerably improved and ranks alongside the best across the Country. • The Group continues to maintain the Special Delivery Unit (SDU) Inpatient target for children and scopes, however, progress is slower than anticipated to meet the 8 month adult target and is now the Groups biggest challenge and advised the Board that a major initiative is now in place to address this. • Update of meeting between the Regional Director of Operations (RDO) and Area Managers on the 22 May regarding the transition of Mayo General, Sligo Regional and Letterkenny General Hospital and formally welcomed the new additional hospitals scheduled to take place on the 1st August 2013 subject to completion of due diligence. <p>Mr Bill Maher agreed to bring all members of the Board up-to-date on the new Hospitals at future meetings and each of the General Managers to attend Board meetings as appropriate to provide overview of their hospitals.</p> <p>The members of the Board received the CEO Report (42/2013) and welcomed the use of Key Performance Indicator as a diagnostic tool for management.</p> <p>Circle of Life Memorial Garden (43/2013) Mr Bill Maher updated the Board on a recent development, as part of the Patient Public Involvement Strategy on a National Organ Donor Commemorative Garden. This project was established by Denis and Martina Goggin and Mr Maher welcomed the opportunity to be involved in such a worthwhile project. Mr Maher outlined the plans for the development of this garden, timetabled to be opened in Sept or Oct of this year.</p> <p>The Board was asked to support this endeavour as part of the public patient involvement strategy to help them both fundraise and promote the very important issue of organ donation and transplantation. The Board endorsed this approach and welcomed the opportunity to further promote this initiative and broader issue of organ retention.</p>	WEM
4.	Group Clinical Director	
	<p>Group Clinical Director Report (44/2013) Dr Pat Nash presented a summary of his report as previously circulated, and briefed the Board on some of the key areas:</p> <ul style="list-style-type: none"> • Thanked Dr Paul Naughton for his leadership and hard work as Clinical Director of Theatre Anaesthetics and Critical Care (TACC) and welcomed Dr John Bates as acting Clinical Director of TACC. 	PN

	<ul style="list-style-type: none"> Update of the major developments of the new Directorate Structure to encompass the additional hospitals of the Group and advised as part of the reconfiguration process it is intended to restructure the Directorates over the next six months. First Board Quality and Patient and Safety Committee to take place before the next Board meeting. Outlined key achievements of individual Directorates of the Group. Progress of the Group against the National Clinical Programmes agenda. <p>The members of the Board received the Group Clinical Directors report (44/2013)</p>	
5.	Group Director of Nursing and Midwifery (GDoNM)	
	<p>Group Director of Nursing and Midwifery Report (45/2013) Ms Colette Cowan presented a summary of her report as previously circulated, and updated the Board on some of the key areas including</p> <ul style="list-style-type: none"> Update on performance indicators for Nursing and Midwifery Update on developments of the Nursing Governance Structure Update on Healthy Ireland Framework for improved Health and advised that the Group will incorporate the elements of the framework in our strategies and service developments. Update on Haddington Road Proposals and the implications for staff regarding changes to salary working hours and terms and conditions. This is a major HR development and will require sensitive handling in the coming months. <p>The members of the Board received the Group Director of Nursing and Midwifery report (44/2013)</p> <p>Interim Ward Block (46/2013) Ms Colette Cowan asked the Board to note the welcome development of an interim 75 Bedded Single Room Ward Block on UHG site, and requested formal approval from the Board to approve the proposed approach and to support a bid to the HSE for additional funding for revenue costs. The Board welcomed this development and approved the request to seek funding to operate the new block. Proposed by Dr Jim Browne and seconded by Ms Phyllis MacNamara.</p> <p>Patient Council (47/20013) Ms Colette Cowan asked the Board to note the further progression of our Public Patient Involvement Strategy including the setting up of the Patient Councils for our hospitals with adverts going out in shortly for Volunteers in the local Media followed by structured interviews.</p> <p>Ms Colette Cowan requested that Patient Story become a standard agenda item of the Board. This request was agreed by the Board.</p>	<p>CC</p> <p>CC/WEM</p> <p>CC</p> <p>CC</p>
6.	Chief Finance Officer (CFO)	
	<p>Group Finance Report (48/2013) Mr Maurice Power presented the Finance Report as previously circulated, highlighting key areas :</p> <ul style="list-style-type: none"> At the end of April the Group are over budget by €5.6m. The Group are performing well in overtime and agency but are still experiencing pressures in patient related non pay costs and considerable reduction in income generation. 	MP

	<ul style="list-style-type: none"> Group Forecast figures showing a possible overspend of €24m. While there is good progress being made on cost containment plans across the Group the pressures on our non pay and income continually negate the savings generated from the plans. Claimsure (Electronic Claims Management System) – is now implemented in UHG and approval to progress to Portiuncula Hospital has been granted and Roscommon will progress in Sept/Oct. We continue to focus on our level of outstanding debt and a number of measures are in place to improve position. Mr Maurice Power agreed to update the Board monthly. ABC Systems- Initial results received on ABC, further validation work now being conducted. Presentations to other Hospitals planned. Mr Power notified the Board that we had also received an allocation of €4.7m for replacement of minor capital equipment for 2013. Whilst this is very welcome it does not fully address the considerable risks associated with a number of years of non investment in medical equipment. This risk is being managed on a daily basis. <p>Following a number of clarifications from Board Members addressed by the CFO the members of the Board received the Chief Financial Officers Report (48/2013)</p> <p>The Board considered a discussion led by Mr Noel Daly on the financial impact of the additional Hospitals joining the Group. It was noted that a due diligence is ongoing and Mr Bill Maher and Mr Maurice Power agreed to report back to the Board at the September meeting.</p>	<p>MP</p> <p>MP</p> <p>MP</p> <p>MP/WEM</p>
7.	Chief Operating Officer (49/2013)	
	<p>Mr Tony Canavan presented the Group Performance Management Report (49/2013) as previously circulated, highlighted performance issues against the backdrop of 2013 Service Plan.</p> <p>Following a number of clarifications from Board Members addressed by the COO the members of the Board received the Group Performance Management Report (49/2013)</p>	TC
8.	Development of Metabolic Medicine and Surgery Service	
	<p>Dr Francis Finucane Consultant Endocrinologist presented the plans for the development of an Institute of Metabolic Medicine and Surgery on the MPUH site, which will serve as a regional centre for the care of patients with severe obesity and related disorders. This was seen as a very welcome development by the Board and the Board agreed to support this development .</p>	FF
9.	New Ward Block UHG	
	<p>Ms Ann Cosgrove, General Manager and Ms Jean Kelly, Director of Nursing and Midwifery, UHG presented to the Board the overview of the Interim Block proposal from an estates and operational management point of view.</p> <p>The Chair on behalf of the Board thanked both for their attendance and impressive presentation.</p>	AC/WEM

10.	Annual Report launch	
	<ul style="list-style-type: none"> • Mr Noel Daly formally launched the 2012 Annual Report for the Hospital Group. • Mr Bill Maher welcomed the launch of Group's Annual Report 2012 which provides further assurance to our patients, the public, our partners and statutory organisations of the services we provide across the Group. 	
11.	Any other Business	
	<ul style="list-style-type: none"> • Mr Noel Daly on behalf of the Board passed on his thanks to Michael Moloney for his support and expertise during the last nine months in developing our communication strategy and managing recent media events. • Key Dates for Non Executive Directors circulated • As part of the further expansion of the Group, the Chairman has identified three additional Non Executive Directors members and these have now been nominated to the Minister for approval. • Work continues on the development of a Group ICT Strategy • Work will commence to go to tender for consultancy support on Branding for the new Hospital Group 	FMH ND MP MP
12.	Date of Next Meeting	
	Tuesday 17 September 2013 at 14.00, Letterkenny General Hospital. Noted - no Board meetings in July or August	

SIGNED DIRECTOR: _____
Chair of Board

DATE: _____