

Board Meeting

**Board Room, Roscommon Hospital, Roscommon
13 January 2015**

Present:

Dr John Killeen, Interim Chair (JK)
Ms Phyllis MacNamara, Non Executive Director (PMN)
Dr Brendan Day, Non Executive Director (BD)
Mr Gerry McManus, Non Executive Director (GMM)
Mr Maurice Power, Acting Chief Operating Officer (MP)
Mr Tony Canavan, Group Chief Operating Officer (COO)
Mr Tony Baynes, Acting /Chief Financial Officer (AB)
Ms Jean Kelly, Acting / Group Director of Nursing and Midwifery (JMK)
Ms Fiona McHugh, Secretary, (FMH)

Apologies:

Ms Sharon Moohan, Non Executive Director (SM)
Mr Colam O'Neill, Non Executive Director (CON)
Mr Zubair Javeed, Non Executive Director (ZJ)
Dr Jim Browne, Non Executive Director (JB)
Dr Pat Nash, Group Clinical Director (PN)

In Attendance:

Mr Michael Moloney, Communications

Agenda Item	Discussions / Comments	Action
1.	Minutes of Board Meeting/ Declaration of Interest	
	Minutes of Public Board meeting of the 04/12/2014 were approved on the proposal of Ms Phyllis MacNamara and seconded by Dr Brendan Day Conflict of Interest Declaration : No Declaration of Interest made	
2.	Matters Arising and Review of Action Points	
	Matters arising nil	
3.	Interim Chairman's update	
	<ul style="list-style-type: none"> The Chairman reported that the first round of interviews for the appointment of substantive CEO take place later in the week. 	

	<ul style="list-style-type: none"> The Chairman advised the Board that Mr Liam Woods has been reassigned at the National Director to the Acute Hospitals division in light of Dr Tony O'Connell return to Australia at the end of the month. A recruitment process to identify Dr O'Connells permanent successor will now commence. The Chairman on behalf of the Board placed on record their thanks for Dr O' Connell's support to the Group and wished him every success in the future. The Chairman briefed the Board on the recent meetings of the Chairs' Forum and informed the Board that discussions are ongoing regarding the legal status of the Hospital Group Boards. He went on to advise the Board that the MOU had yet to be finalised and that the latest draft of the MOU in relation to Hospital Groups between the DOH, HSE, Hospital Group Boards and Academic Partners recently circulated to the Chairs will be considered at their next meeting. The A/CEO agreed to circulate the latest draft to Board members for their comments. <p>Schedule of Board Meetings 2015</p> <p>The Board considered the draft schedule of Board meetings for 2015 (01/2015) and a request was made that the times and venues be changed. Ms Fiona McHugh agreed to circulate schedule with requested changes to all Board members for consideration and approval.</p>	<p>MP</p> <p>FMH</p>
4.	Quality and Patient Safety Committee	
	<ul style="list-style-type: none"> The Quality and Patient Safety Committee Report (02/2015) was taken as read in the absence of Ms Sharon Moohan and Dr Pat Nash. Mr Maurice Power and Mr Tony Canavan briefed the Board on matters pertaining to clinical inquiries at one of the maternity hospitals within the Group and provided an update on the status of the inquiry. It was emphasised that enhanced care process and monitoring measures are in place since the 5th December 2014 and that Saolta University Health Care Group are being supported by the HSE National Incident Management Team and Acute Hospitals Directorate. The Board considered the above developments and noted that the clinical incident reviews are being managed in accordance with protocol and that communications is being lead by Mr Tony Canavan with support from Mr Michael Moloney. Mr Maurice Power agreed to provide the Board with regular updates. 	MP/TC
5.	Chief Executive Officer	
	<p>Chief Executive Officer Report</p> <p>Mr Maurice Power spoke to his report (03/2015) as circulated and taken as read</p> <p>Areas of note</p> <ul style="list-style-type: none"> Changes to Boards modus operandi for 2015 will be reviewed with the Chairman and substantive CEO on appointment. In response to the continuing pressures in our ED departments each Hospital has in place escalation measures to address winter surge. 	

	<p>The Emergency Task Force has been convened by the Minister for Health and the CEO updated the Minister by teleconference on Sunday 11 January to prepare for the anticipated additional demand for services in the coming weeks. The Board noted that although significant focus nationally centred on delayed discharge that this was not a significant issue for the Group but rather related to a particular spike in the number of unwell elderly patients presenting at our hospitals and limited capacity to deal with surge.</p> <ul style="list-style-type: none"> The A/CEO advised the Board that the INMO members at Galway University Hospital have voted unanimously for industrial action to highlight overcrowding in the emergency department and stated a work-to-rule will begin on Tuesday 3 February. <p>Members received the report and noted the key areas of progress and ongoing issues.</p> <p>The Board reiterate their commitment to a New Emergency Department to address the capacity issues at UHG.</p> <p>Dr Brendan Day requested a range of information regarding the activity in the Emergency Department at UHG be made available to the Board. Mr Power explained that this information is being collated as part of the Emergency Department Review chaired by Dr Pat Nash. Dr Nash to provide the Board the information requested for the next Board Meeting.</p> <p>Group Priorities for 2015</p> <p>A discussion took place to consider the 2015 priorities for the Group as circulated (04/2015). Following discussion the Chairman agreed to set up a meeting with the CEO and senior management team to identify specific areas to address in 2015.</p>	<p>PN</p> <p>MP</p>
6.	Five Year Strategy Plan	
	Five Year Strategy Plan deferred to February Board meeting on the Chairman's request.	
7.	Chief Financial Officer Report	
	<p>Mr Anthony Baynes spoke to his report (06/2015) as circulated and taken as read.</p> <p>Areas of note</p> <p><u>Budget 2015</u></p> <p>Each Hospital was written to with details of their 2015 allocation as not all Hospital Groups are yet fully formed. This Group have combined the relevant figures from each of its hospitals and Mr Baynes will be notifying Dr Tony O'Connell with regard to the Group position and where necessary detailed specific issues with individual Hospitals. The Group has received 97.7% of the 2014 outturn.</p> <p>The main concerns in respect to the 2015 budget assigned to the Group were highlighted:</p> <ul style="list-style-type: none"> Agency assigned savings of €16m will not be achieved. Shortfall of €11m anticipated. 	AB

	<ul style="list-style-type: none"> • Future Developments and commitment from 2014 are unfunded to the value of €2m • National Procurement envisaged savings of €5m. • Drug Pressures(Oncology, Rheumatology, Gastro, Ophthalmology) €3m • Other €3m- including :Radiology Diagnostic Services; Laboratory Services increased demand; Waiting List reduction initiatives; Delayed Discharges; Maintenance Costs, Infrastructure & Equipment ; ICT Structures and Energy, waste and water charges. <p>Members received this report and noted the key areas of progress and ongoing issues and the Board agreed the following actions</p> <ul style="list-style-type: none"> • Address agency conversion • Explore the feasibility of providing GP Ultrasound service at GUH • Update the Board at its February meeting on absenteeism rate by category and by discipline • Review NCHD service and training in light of the difficulties with NCHD recruitment and retention. • Bring the concerns and requirements of the Group regarding national procurement to the next Chairs Forum meeting. <p><u>ICT Update</u> The members of the Board received an ICT Update circulated at the meeting and Dr John Killeen agreed to extend an invitation to Mr Richard Corbridge recently appointed CIO for the HSE to a future Board Meeting.</p>	AB AB MP MP/PN JK
8.	Group Chief Director of Nursing and Midwifery	
	<p>Ms Jean Kelly spoke to her report (07/2015) as circulated and taken as read.</p> <p><u>Areas of note</u></p> <ul style="list-style-type: none"> • Continue to work with the Chief Financial Officer to address agency and overtime usage in Nursing & Support Services. • Review of the use of Haddington Road PSA hours was completed across the group for all staff categories. • Continue to work closely with the NRS to recruit staff. • Health and wellbeing Implementation Group identified and arrangements made to have the first meeting in late January. • PALS service in existence in GUH for 5 months and PALS report referenced. • 100% compliance in the use of NEWS and IMEWS in Saolta. The National Sepsis Policy was launched by Leo Varadkar in November the policy includes education and an adult and paediatric pathway. All hospitals will manage the multidisciplinary education through the established framework that was used for launching NEWS and will commence in January 2014 • Re-launch of Project Echo to take place in late January. • First formal meeting of the Patient Council to take place once all the Garda vetting forms have been processed. <p>Members received this report and noted the key areas of progress and ongoing issues and the Board agreed the following actions</p>	

	<ul style="list-style-type: none"> • Explore the feasibility of extending the PALS role to 12midnight in the Emergency Department at UHG • Extend Invitation to Ms Phyllis MacNamara to sit on Patient Experience committee • Provide update on GP OPD referral process 	JMK JMK JMK
9.	Any other Business	
	The Board extended sincere condolences to Fiona McHugh and family on the loss of her father. May he R.I.P	
10.	Date of Next Meeting	
	February 10 2015 4-6 pm Boardroom University Hospital Galway.	

SIGNED DIRECTOR: _____

DATE: _____

Interim Chair of Board