

**Minutes of the Board of Directors Meeting held in the Boardroom of Our Lady's Children's Hospital Crumlin on Wednesday, 30<sup>th</sup> January, 2013 at 4.30pm in Archbishop's House.**

*Some items have been redacted in line with the Freedom of Information Acts 1997 & 2003*

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**Present**

Archbishop Diarmuid Martin, (Chairperson), Mr. John Hennessy (Deputy Chairperson), Mr. Lorcan Birthistle (Chief Executive), Mr. David Devlin, Mr. John Healy, Ms. Geraldine Hickey, Ms. Mary Kelly, Sr. Anna Kennedy, Councillor Ruairi McGinley, Mr. Frank Magee, Councillor Michael O'Sullivan, Ms. Geraldine Regan, & Mr. Paul White

**In Attendance**

Ms. Suzanne Allen, Dr. Billy Casey, Ms. Sharon Hayden, Ms. Pamela McDonald (Company Secretary), Mr. Simon Moores & Ms. Noreen Johnson.  
Ms. Anne Marie Kiernan & Dr. Terence Montague

**Apologies**

Mr. John Byrne, Mr. Turlough O'Sullivan & Dr. Sean Walsh.

**13.1.1 Draft Minutes**

Draft minutes of meeting held on 11<sup>th</sup> December, 2013 having been circulated, **WERE APPROVED** and signed.

**Action: Approved**

**13.1.2 Matters Arising**

**13.1.2.1 PRSI Misclassification**

Mr. Devlin enquired about the liability of the hospital in this matter. Ms. Allen reported that the hospital is awaiting the outcome from SCOPE.

**Action: Noted**

**13.1.3 Chief Executive's Report**

Chief Executive's Report for January, 2013, previously circulated, was presented to the meeting by Mr. Birthistle & the Corporate Management Team:

**13.1.3.1 (Redacted Minute)**

**Mr. L. Birthistle spoke to:**

**13.1.3.2 CMRF**

Representatives from the Boards of OLCCH & CMRF met on 22<sup>nd</sup> February, 2013. Mr. Magee & Mr. White provided an update of the discussion which took place & tabled a draft Memorandum of Understanding for review. The Board **APPROVED** the Memorandum of Understanding.

**Action: Approved**

#### **13.1.3.3 States Interest**

Mr. Birthistle outlined the discussions which have taken place with the HSE in relation to the formalisation of the States Interest in the assets of the hospital proportionate to the value of capital investments the State may make. Mr. John Byrne & Councillor Michael O'Sullivan were nominated by the Board to form a working group to consider the details of the proposed agreement and related issue of the future of the Board's fixed assets. The Board acknowledged, in principle, the States Interest in a lien in relation to the cardiac catheterisation laboratory replacement subject to full consideration of all aspects of an agreement. The matter must be brought back to the board for review and approval prior to any outline agreement is agreed.

**Action: L. Birthistle/J. Byrne/M. O'Sullivan**

#### **13.1.3.4 National Paediatric Hospital**

Mr. Birthistle & Mr. Hennessy provided a summary of recent discussions which have taken place with the Chairmen, Deputy Chairmen & Chief Executives of Our Lady's Children's Hospital, Crumlin, Temple Street & Tallaght Hospitals and the Department of Health.

**Action: Chairman**

#### **Ms. Suzanne Allen spoke to:**

##### **13.1.3.5 SAP HR & Payroll Project**

Ms. Allen reported that the hospital met with the HSE Project Team recently and implementation date is planned for late summer.

**Action: Noted**

#### **Ms. Sharon Hayden spoke to:**

##### **13.1.3.6 Bone Marrow Transplants**

Ms. Hayden reported that the hospital exceeded the planned target of bone marrow transplants in 2012.

##### **13.1.3.7 Northern Ireland Paediatric Cardiac Congenital Cardiac Surgery**

Mr. Birthistle advised that representatives from the HSCB-Northern Ireland visited the hospital on 28<sup>th</sup> January, 2013. Discussions are continuing with the HSE.

##### **13.1.3.8 Special Delivery Unit**

It was noted that 68 patients were actively waiting over the 20 week target. The hospital continues to await what SDU support will be available in 2013.

##### **13.1.3.9 HSE Service Plan**

Ms. Hayden reported that there is no further progression with the hospital Service Plan pending receipt of the 2013 Allocation.

**Action: Noted**

**Ms. Geraldine Regan spoke to:**

**13.1.3.10 National Standards/Audits**

Ms. Regan referred to the Quality, Safety & Risk plan for 2013 and 2012 Review. She reported that one addition to the 2013 Plan will be made - Implementation of a framework for medication safety.

**13.1.3.11 HIQA Unannounced Monitoring Assessment**

Ms. Regan, on behalf of the hospital, expressed disappointment for the HIQA Report published earlier today. The Chief Executive reported that cleanliness & hand hygiene are patient safety issues which were reiterated to all staff today. Ms. Hayden spoke to the discussions and actions which have taken place. The Board expressed its serious concern regarding the published report and will receive monthly updates on progress in quality improvement plan implementation.

**Action: L. Birthistle**

**Mr. Simon Moores spoke to:**

**13.1.3.12 Financial Performance**

Mr. Moores reported that the month of December resulted in a positive budget variance of €0.594m. At year end, the hospital showed a negative budget variance of €0.422m.

The hospital continues to await the financial allocation for 2013.

**Action: S. Moores**

**13.1.4 Finance Committee**

Mr. Hennessy provided a summary of Board Finance Committee meeting which occurred prior to the Board meeting.

**Action: Noted**

**13.1.5 Audit Committee**

Mr. Devlin confirmed that Audit Committee meeting took place on 8th January and advised that he would be meeting shortly with the Audit Partner from KPMG.

**Action: Noted**

**13.1.6 Governance Committee**

No update

**13.1.7 Research Ethics Committee**

No update

**13.1.8 Consultant Appointments**

It was noted that Dr. Anthony Bouldin, Temporary Consultant Paediatric Neurologist covering Dr. Blathnaid McCoy's leave of absence will take up appointment from 1<sup>st</sup> February – 30<sup>th</sup>

November, 2013. It was further noted that Dr. Breda Hayes, Consultant Neonatologist (replacement for Dr. Naomi McCallion) took up post in January, 2013.

### **13.1.9 Any Other Business**

#### **13.1.9.1 Company Seal**

Ms. P. McDonald informed the Board of the use of the Company Seal for the following:

05 <sup>th</sup> December 2012	Clancy Construction	Redacted	Construction of Cardiac Unit
17 <sup>th</sup> December 2012	Irish Clinical Oncology Research Group	Redacted	Support Agreement
18 <sup>th</sup> December 2012	Pharmaceutical Society of Ireland	n/a	Pharmacy Registration 2013

**Action: Noted**

#### **13.1.9.2 (Redacted Minute)**

There being no further business, the meeting then concluded.

Date of next meeting: Wednesday, 27<sup>th</sup> February, 2013, commencing at 4.30 p.m.