

**Minutes of the Meeting of the Board of the Irish Blood Transfusion Service held on Monday 11<sup>th</sup> April 2011 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  
Ms. Ann Horan  
Ms. Sinead Ni Mhaille  
Dr. Paolo Rebutta  
Mr. Mark Moran  
Dr. Paul Browne  
Dr. Hilary O'Leary  
Ms. Marie Keane
- Via Audiolink** Mr. David Lowe
- Apologies:** Mr. David Keenan  
Dr. Ian Franklin
- Also in attendance:** Mr. Andrew Kelly, Chief Executive  
Ms. Mirenda O'Donovan, Secretary to the Board

**1. Minutes of the Meeting of the Board on 14<sup>th</sup> March**

The minutes of the meeting of 14<sup>th</sup> March were agreed without amendment, proposed by Ms. S Ni Mhaille and seconded by Ms. J O'Brien.

**2. Matters arising**

*Therapeutic Apheresis Service*

A meeting was supposed to take place last week, but was deferred because of the unavailability of some attendees. This meeting has been rescheduled.

*HSE South*

The CE will meet the RDO of HSE South later this week.

*Recombinants Factor VIII*

SJH are tendering for the supply of this product in association with the IBTS.

*BECS*

A meeting took place with the DOH&C at the end of March. The importance of progressing this project was reiterated. However, the DOH&C are continuing to veto this project, pending the payment of the pension levy.

*Redundancy Scheme*

IBTS is seeking approval from the DOH&C for a redundancy scheme in the IBTS. The DoH&C will revert as soon as possible on this matter.

*Loss of earnings*

The CE looked at this proposal, but as quantum for the loss involved cannot be quantified until this year, it was not possible.

*Cost saving measures*

The EMT will have proposals ready for the consideration of the Board by the June Board meeting.

*R&D Proposals*

The research teams involved in the proposals submitted for research funding have been contacted.

**3. Chief Executive's Report**

*Blood supply*

The blood supply remained strong in March. Some clinics have been reduced, to match the reduction in red cell usage. Supply is under careful surveillance in advance of the Easter/May bank holiday period. There was a significant increase in platelets in March and sales were 12.7% ahead of budget. Guidelines for platelets usage have been issued for consultation with clinicians, but are not yet implemented. The M&SD and Operations Director met laboratory staff and clinicians in HSE West to look at usage and distribution.

*Cost saving measures*

The EMT has established four different groups looking at the laboratory activities of testing, processing and distribution, review of donor services and collections, review of support services and review of IT Strategy, structure and service delivery.

*HR Cork*

There are some outstanding issues regarding the restructuring of donor services in Cork. There may be a need to move the go live date back a week to facilitate platelet apheresis medical cover.

*Medical Manpower*

The CE has been reviewing the medical manpower with the M&SD.

*NHO Report*

Ms J O'Brien noted that all those involved in the production of the NHO Annual Report for 2008/2009 should be congratulated on the detail and analysis contained therein. It was agreed that the Board's thanks would be conveyed to those involved. The CE also added that a specification was being developed on a computer system which would meet the requirements of mandatory reporting to the IMB as well as reporting to the NHO. The CE has met the CE of the IMB to discuss the transfer and a draft SLA outlining the responsibilities and duties of both parties is to be forwarded by the IMB. It was agreed that the Director of the NHO would present to the Board.

*Awards Ceremony – World Blood Donor Day*

The CE confirmed that the President of Ireland, Mrs Mary McAleese has agreed to attend the Donor Awards Ceremony in Dublin on World Blood Donor Day. The Chairperson asked that as many Board Members as possible be able to attend.

*M&SD Report*

The Chairperson asked that the M&SD would include some information in his report to the next Board meeting on his view of laboratory practices as well as current thinking on MSM.

#### **4. Cork Centre**

The CE presented a report on a proposal for an alternative site on the CUH campus. There was some discussion around procurement compliance in the context of a commercial site/building purchase. The proposal discussed was not considered viable by the Board. The Board noted that every effort had been made to explore viable options on CUH campus, but it has not been possible to achieve this.

The Board expressed its impatience with the delays.

The CE also added that the approval required for the SFH site proposals did not go to the HSE Board as expected in March.

It was noted that the CE is to meet the RDO for HSE South later this week and it was suggested that he should also meet the General Manager of CUH Mr. T McNamara and Prof. J Higgins, who is in charge of the reconfiguration of services for the region. However, all the information necessary for the Board to make a final decision on the site for the new Centre must be available for the board at its May meeting.

#### **5. Pension Scheme**

The CE and HR Director met DOH&C officials at the end of March to try and progress this issue. There has been no progress on the issues raised at that meeting since. The Board has requested a meeting with the Minister, but has not yet received a date. It was agreed that in the event a date for a meeting became available that the Chairperson would be joined by the Chairs of the Finance and Audit & Compliance Committees for the meeting.

It was agreed that the CE would prepare a paper exploring other options for resolving the issues outside the proposals which have already been made for discussion with the DOH&C. It was agreed that the Board would reconvene by phone if necessary, before the end of April to make a final decision on the historic liability.

#### **6. Minutes of the MAC Meeting – 14<sup>th</sup> February 2011**

The minutes of the meeting on 14<sup>th</sup> February were taken as read. The Chair noted that the two main issues under discussion were the therapeutic apheresis service and the Cork Centre. Ms. M Keane suggested that the organisation consider some measures to increase the uptake of flu vaccination in advance of the next flu season.

#### **8. Date of next meeting**

The next meeting of the Board will take place on **Monday 16<sup>th</sup> May at 12.30pm** in the National Blood Centre Boardroom. It was agreed that the Board would go to the **Cork Centre for the June Board meeting.**

**7. Presentation on Governance/Board evaluation Process**

The Executive left the meeting for this item.

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

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