

Minutes of the Meeting of the Board of the Irish Blood Transfusion Service held on Monday 21st January 2013 at 12.00 noon in the Boardroom, National Blood Centre, James's Street, Dublin 8.

Present: Professor Anthony Staines, Chairperson
Ms. Jane O'Brien
Dr. Paolo Rebullia
Dr Lelia Thornton
Mr John Cregan
Mr Brian O'Mahony
Dr Cleona Duggan

Apologies: Dr Conor McGrane
Dr Paul Browne

Also in attendance: Mr. Andrew Kelly, Chief Executive
Dr. Ian Franklin, Medical & Scientific Director
Ms. Mirinda O'Donovan, Secretary to the Board

1. Members time

The Board met in private session.

2. BECS Progress Report

The meeting was joined by the BECS Project Manager P Hendrick to give an update on progress.

3. Minutes of the meeting of 17th December

The minutes of the Board meeting of 17th December 2012 were agreed without amendment.

4. Matters arising

Board members

The CE advised the Board that Dr Paul Browne had not received his letter of appointment to the Board and therefore had not attended.

IMB Inspection Report

This was received last week and the IBTS has until 10th February to respond.

Posts submitted for approval

These have been confirmed verbally by the DOH, however the CE is waiting for written confirmation before proceeding to advertise. The CE confirmed that it could take up to 6 months to recruit a National Quality Assurance Manager.

5. Chief Executive's Report

Blood supply

Maintaining the blood supply over the Christmas/New Year period had been difficult, but the public response when asked to give blood has been very positive.

Platelets usage

The issue of platelets for December was higher than budget and higher than for the same month in 2011. There has been a significant change in platelets usage which is primarily due to a reduction in activity levels.

Contingency workshop

The draft report from the contingency workshop has been received and further feedback and comments have been provided to the facilitator. This should be finalised shortly.

Pension Fund

The CE has written to the DOH regarding the outcome of the LRC conciliation conference in November.

Quality Review

The draft implementation plan for the Quality Review was discussed at the EMT last week.

Electronic Ordering System

This went live in the hospitals last week.

Haemovigilance

The agreement approved by the Board has been sent to the IMB, there has been no response to date.

Diagnostics Cork

The CE held a meeting in Cork to discuss the future of the service on 11th January. A further meeting involving the Consultants is scheduled to take place on 7th February.

Health & Safety

The number of reportable incidents for 2012 was 4.

BECS

The Steering Group met on Friday last to review progress to date. The Peer Review Group will meet on 1st February.

Strategic Plan

The draft plan has been sent to the DOH and the IBTS is awaiting feedback.

Cork Centre

Feedback from the MAC was that the best option to proceed was to put a single blood bank on the CUH site. Correspondence to the Chairperson from CUH Consultants and the General Manager of CUH was discussed. It was agreed that the CE would respond on the lines agreed.

6. Legal cases

The CE updated the Board on the status of a number of legal cases. The CE confirmed that the tender for NAT testing was ongoing at the moment. The CE will revert to Dr Thornton regarding her queries on two cases.

Euro Blood Pack

The recommendation of the Euro blood Pack Project Group has been approved by the EMT. The value of the contract exceeds the CE's sign off limit, so Board approval was sought to proceed as outlined. This was agreed.

The CE also informed the Board that the IBTS had won overall winner for this project at the National Procurement Awards. The Chairperson congratulated those involved.

BECS Capex

The Chairperson signed off on the Capex for the BECS Project on behalf of the Board.

7. Presentation by Chief Executive on 2012 activities

The CE presented an overview of the 2012 Business Plan and progress on various targets and objectives. The CE confirmed that there should be some progress on the Haemochromatosis Programme over the next few months. The CE also confirmed that the 2013 Business Plan would come to the Board in February. The Chairperson thanked him for a detailed and informative presentation.

8. Pension Fund

The CE has written enclosing a copy of the letter issued from the LRC urging all parties concerned to work together on a solution. A new Board of Trustees has been elected and a New Chairman of the Board of Trustees, Mr Sean Wyse has also been elected. The CE will ask the LRC to reconvene with the Unions. The Unions have written to the Minister for Public Expenditure and Reform seeking an exemption. A funding proposal must be submitted to the Pensions Board by June 2013. The JR case taken by a retired member of staff is scheduled for a hearing at the end of May.

9. Minutes of the MAC Meeting of 19th November

These were taken as read.

10. Report of the MAC Meeting on 21st January

SJH has agreed to take over the therapeutic apheresis service. The MAC is awaiting the outcome of the SABTO meeting in the UK before Christmas on prion filtration. Anonymised testing for the prevalence of HEV of the samples collected will commence shortly. The M&SD presented the findings of the qualitative and quantitative research on attitudes to the permanent deferral of MSM. It was agreed that this would be circulated to the Board.

11. Any Other Business

Governance training

The CE offered two possible dates for Governance training in February the 19th and the 26th. Board members are to revert regarding their availability.

Audit & Compliance Committee

Ms Jane O'Brien was appointed Chairperson of the A&C Committee and Mr John Cregan was appointed member. It was agreed that the external members of the previous A&C Committee be approached with a view to rejoining the Committee. It was agreed that the A&C Committee would meet on Monday 11th February at 2pm and that the newly appointed Internal Auditor would present the Audit Plan to the

Committee. It was agreed to defer the establishment of a Finance Committee until the February Board meeting.

MAC Membership

The Board approved the appointment of Dr Cleona Duggan to the MAC. The Chairperson agreed that Mr Brian O'Mahony could continue to attend the MAC as an observer.

12. Date of next meeting

The next meeting of the Board will take place on Monday 18th February at 12.00 noon.

Signed: _____

Date: _____