



Irish Blood Transfusion Service

Seirbhís Fuilaidriúcháin na hÉireann

MINUTES

Date of Meeting	10/11/2014	Ref	14/04/MO'D
Meeting	IBTS Board		
Present	Prof Anthony Staines, Chairperson; Gerry Kelly; Dr Elizabeth Kenny, Dr Cleona Duggan; Olwyn Bennett, Linda Hickey, Dr Jorgen Georgsen; Dr Paul Browne; Kate Williams		
Apologies	Brian O'Mahony; John Cregan; Dr Julie Heslin		
In Attendance	Andy Kelly, Chief Executive; Mirenda O'Donovan, Secretary to the Board		
Apologies	Dr William Murphy, Medical & Scientific Director		
By Audio-link			
#	Item	Notes/Action	
1.0	Minutes of the Board meeting on 8th September		
1.1	The minutes of the Board meeting were agreed without amendment.		
2.0	Matters arising		
2.1	The minutes of the Performance and Development Committee meeting in September were circulated.		
3.0	Chief Executive's Report		
3.1	The report was taken as read. The Chairperson asked the meeting if anyone had any questions for the CE arising from his report. The monies outstanding from OLCHC and SJH was discussed.		
3.2	HH – the potential of raising income from treating HH patients was discussed. The potential for raising income through providing blood to voluntary agencies working in developing countries was also discussed.		
3.3	Voluntary Redundancy Scheme – a meeting between DOH and DPER about this issue was scheduled for last Friday but was cancelled by DPER.		
3.4	<p>HEV Study – the draft report of the HEV study was discussed. It was noted that HEV testing using the Panther Platform was being actively considered for the New Year. It was agreed that the Board would make a decision on the matter in December.</p> <p>It was agreed that a public communication be prepared in advance, in the event that the issue of HEV becomes public.</p> <p>The costs incurred by introducing testing for HEV was discussed. It was noted that this is commercially sensitive and still under discussion with the technology provider. The CE noted that HEV testing will be carried out using NAT only which raises the question of whether at some time in the future the IBTS should consider not continuing to do serology testing for HIV and HCV, given that NAT is the more sensitive test.</p>	<p>Dr J O'Riordan to present her findings to the Board in December.</p> <p>CE, M&SD & Dr JO'R to meet DOH and FSAI to discuss the food chain issue.</p> <p>It was also agreed that the DOH be notified that introducing this test is a likely development.</p>	
3.5	MSM – the M&SD will meet the CMO of the DOH to discuss the MSM issue and the establishment of the National Transfusion Committee structure before the end of the year.		
3.6	eProgesa – the current go live date is Easter Weekend.		
3.7	PMDS – the CE is meeting the HR Manager to discuss the system and ways in which it can be streamlined to make it less complex.		
3.8	Pension Trustees – a proposal to make a payment to the Chair of the		



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	Trustees was put forward. This was proposed by G Kelly and seconded by L Hickey.	
3.9	HPRA Inspections – the outcome of the HPRA inspection was very positive. The NBC inspection will take place on the week beginning 24/11.	
4.0	Review of Strategy Day	
4.1	<p>Six Board members terms will expire in May 2015 and therefore the possibility of having a further strategy planning day earlier in the year was discussed.</p> <p>The Chair proposed that the Board would review strategy at the next Board meeting with a view to having a further Strategy Day in March to prepare a revised strategy post 2016. The Chair proposed that each Board member get a copy of a book that is the recommended reading for the Governance course he is currently undertaking. .</p>	<p>Chair to raise the matter of Board appointments with the Minister.</p> <p>Chair will establish with each Board member their intention to seek reappointment or not.</p>
5.0	Budget 2015	
5.1	The FD joined the meeting to present the 2015 Budget. The Chair thanked the FD for his detailed and informative presentation. There was a long discussion on the composition of the budget. The budget had been review by the Finance Committee on a number of occasions. The proposed introduction of ABC was discussed. Discussions with the DoH and HSE are still ongoing on its implementation. The Board approved the 2015 pricing strategy. The Board approved the 2015 WTE budget. The Board approved the overall 2015 budget. The Chair of the Finance Committee commented on the forecasted deficit, adding that the operating numbers is where the focus needs to be. It was noted that reduced red cells and platelets usage could be attributed to a combination of reduced activity and changing clinical practice.	
6.0	Cork Centre	
6.1	<p>The Heads of Agreement document outlining the services to be provided at the new IBTS site in CUH campus and approved by the Board has been signed by the IBTS and Prof J Higgins in UCC. It is yet to be signed by T McNamara CEO CUH, Dr J McCarthy, Clinical Director, CUH and G O'Dwyer, Group CEO. The Chair added that he had had a number of conversations with Prof J Higgins on the funding of the Chair of Transfusion Practice.</p> <p>It was agreed that once the Heads of Agreement have been signed by all parties, a working group with representatives from all interested parties will be established to progress the project.</p>	It was noted that the proposal would also have to be approved by the Department of Health.
7.0	Pension Fund	
7.1	The CE briefed the Board on the deliberations at the LRC last week between unions and management. The CE had briefed staff on the proposals under discussion in advance of the LRC hearing. A meeting is scheduled with DPER and DOH for Monday next. Remittance of the FEMPI deduction of staff in the new scheme since January 2013 was discussed. The CE agreed to seek clarification as to whether these deductions were being remitted. If not then it was	The Chair is to respond in detail to the Minister's letter outlining the Board's view.



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	agreed that these monies should be remitted as their pension is not in dispute. The next LRC date is 03/12. Correspondence from the Minister was noted. Correspondence from the Chair of the Trustees was noted, request for deficit payment in line with the terms of the Trust Deed was approved.	
8.0	Minutes of the Finance Committee meeting on 22nd July	
8.1	Minutes taken as read. The Chair of the Finance Committee highlighted the key points in relation to BECS, ABC, the budget for 2015 and the Pension Scheme.	
9.0	Minutes of the Audit & Compliance Committee on 9th June	
9.1	Minutes taken as read. Matters highlighted included the C&AG meeting with the Committee to discuss the audit, the merger of the 3 risk registers and the C&AGs report on the effectiveness of Audit Committees.	
10.0	Minutes of the MAC of 14th April	
10.1	Minutes taken as read. The MAC TORs were circulated for Board approval. The Board proposed an amendment to the MAC TORs. The draft report on the HEV study was discussed..	It was agreed that Dr O'Riordan would present to the December Board meeting.
10.2	The Chair of the Board noted that this was Dr Browne's last meeting of the Board and he thanked him for his service on the Board and as Chairperson of the MAC.	
11.0	Dates for meetings in 2015	
11.1	One meeting date was changed for 2015.	Secretary to amend meeting list and re-circulate.
12.0	Date of next meeting	
12.1	The next meeting of the Board will take place on Monday 15th December at 12 noon at the NBC.	

Signed: _____

Date: _____