

Minutes of the Meeting of the Board of the Irish Blood Transfusion Service held on Monday 19th December 2011 at 1.30pm in the Boardroom, National Blood Centre, James's Street, Dublin 8.

Present:

- Ms. Katharine Bulbulia, Chairperson**
- Mr. Sean Wyse**
- Ms. Jane O'Brien**
- Ms. Sinead Ni Mhaille**
- Dr. Paolo Rebullia**
- Mr. David Lowe**
- Ms Ann Horan**
- Dr Paul Browne**
- Ms Marie Keane**
- Dr Lelia Thornton**
- Dr Hilary O'Leary**
- Mr. Dave Keenan**

Also in attendance:

- Mr. Andrew Kelly, Chief Executive**
- Dr. Ian Franklin, Medical & Scientific Director**
- Ms Mirinda O'Donovan, Secretary to the Board**

1. Minutes of the meeting of the Board on Monday 14th November 2011.

The minutes of the Board meeting on Monday 14th November were agreed without amendment.

2. Matters arising

Therapeutic Apheresis Service

The Mater service will be operational by the end of January. The IBTS is still providing a limited service, despite reduced staffing. Responsibility for resolution of the issue has been assigned to an individual in the HSE.

NHO

The Chief Executive and the Medical & Scientific Director met the IMB to discuss this issue further. The IBTS is to revert to the IMB with a document in January.

Voluntary Redundancy

The DOH has agreed to consider proposals put forward on an individual basis.

Diagnostics Cork

The IBTS is no longer operating as a blood bank for St Mary's Orthopaedic Hospital. The IBTS has put a proposal to CUH to take on the reference serology work and is awaiting a response. The alternative is to move the diagnostics work to Dublin as the volume of samples left in Cork would not be sufficient to ensure competency for complex referrals.

3. Chief Executive's Report

Blood supply

There has been a significant increase in the use of platelets over November/December. It has been agreed to establish a National Transfusion Committee and Dr W Murphy will be following up on this.

BECS

All necessary documentation has been circulated to the PRG. The intention is to place the tender on OJEU before Christmas.

IMB Inspection

The IMB carried out a week long inspection at the NBC last week. There were no major deficiencies. A 3 month timeframe has been agreed to implement the haemoglobin requirements of the EU Directive. A 2-3% reduction in donor numbers is anticipated and training for staff will be necessary for the additional samples required.

On behalf of the Board, the Chairperson thanked the staff for the successful outcome of the IMB inspection.

Quality Review

This is being completed and a meeting is scheduled in early January to finalise the review.

HR

The implementation body for Croke Park has declined to rule on whether a matter referred to them is covered or not. This has been referred to the Labour Court. There has been no response from CUH regarding the reference serology work in Cork. There is a meeting scheduled in early January to seek redeployment of MLS from the IBTS to CUH.

It was noted that new donors were down 25%. The CE pointed out that there were 90 less clinics this year and that the strategy had been focusing on targeting existing donors. Various strategies were being considered to address this in 2012.

4. Cork Centre

The CE & M&SD had discussed what activities might be included in the new Centre in Cork with CUH management. The CE had asked CUH to confirm whether it was HSE corporate strategy that stem cell transplantation would be carried out in CUH. There has been no response to date.

5. Pension Scheme

Correspondence to the Minister for Health and the Minister for Public Expenditure and Reform was noted. The Chairperson briefed the Board on a meeting with the Board's legal adviser with expertise in the field of pensions.

6. Minutes of the MAC on 17th October

The HIQA Report was the main item for discussion. It was confirmed that the report under item 8 on the agenda was the agreed view of the MAC. It was noted that the delivery of the Therapeutic Apheresis Service was still a cause for concern, despite the best efforts of the IBTS to resolve it. It was further noted that the RDO for Dublin/Mid-Leinster had assigned responsibility to a specific individual to resolve this issue.

7. Audit & Compliance Committee Annual Report

The report was taken as read. The Chairperson of the Committee noted Mr M Morans' contribution to the Committee over the years. The Committee recently had an offsite facilitated meeting with the attendees which the Chairperson said had been very positive and would enhance the work of the Committee in the future.

8. Prion Filtration Presentation

The meeting was joined by Dr J O'Riordan who gave a presentation on the HIQA Technology Assessment report into prion filtration. The Board thanked Dr O'Riordan for her comprehensive analysis of the report's conclusions. It was noted that SaBTO in the UK had advised the introduction of prion filtration for people born after 1996 but this would ultimately be a political decision and the UK had not yet introduced the technology. The Board accepted the recommendation from the MAC that the Chairperson would write to the Minister proposing the introduction of prion filtration for babies 0 – 4 months old.

It was agreed that a sub-group of the Board would work on a draft letter to be brought back to the Board in January for approval. Dr I Franklin, Dr P Browne, Dr H O'Leary and Dr L Thornton would liaise as required. It was agreed that the IBTS would verify the accuracy of the costs set out in Appendix 6 of the Report. It was noted that the issue of the liability attaching to the IBTS and the possible reputation damage should also be included in the letter to the Minister.

9. Any other business

VAT increase

The CE noted that the VAT increase in the budget will cost the IBTS approximately €400,000 which was not included in the budget proposal before the Board in November.

Supply of plasma

It was also noted that the contract for the supply of plasma was now in serious doubt and that this would have a further impact on income, in the region of €1.3m, when the costs of disposal are included.

Recombinant Products

Two contracts for Factor VIII are due to terminate on 31st December. The legislation changing the contract holder has not yet been passed by the Dail. The IBTS is proposing to extend the contracts for an additional 3 months to allow the statutory responsibility to be transferred to SJH.

Disposal of assets

The Board noted and approved the disposal of assets.

10. Proposed meeting dates for 2012

The proposed meeting dates were approved. It was noted that the Board meeting in March will take place on Tuesday 20th March.

11. Correspondence

This was noted.

12. Date of next meeting

The next meeting of the Board will take place on **Monday 16th January 2012 at 12.30pm.**

The Executive left the meeting at this point.

Report of the Remuneration Committee

The Chairman of the Remuneration (Mr Sean Wyse) briefed the Board regarding the meeting with the Chief Executive earlier that afternoon to review his performance against KPIs for 2011. He also reported that the 2012 KPIs will be agreed with the CE in early 2012. Mr Wyse will consult with the Chairs of the Finance and Audit and Compliance Committees in finalising the 2012 KPIs.

Signed:_____

Date:_____