



Minutes of Board of Directors Meeting held on Tuesday 11th December 2018 at 10 a.m.

Venue: Boardroom, Ground Floor, Nurses Home Building, University Hospital Galway.

Present

Non Executive Directors

Dr. John Killeen, Chairman (JK)
Dr. Aislinne Freeman (AF)
Gerry McManus (GMM)
Phyllis Mac Namara (PMN)
Dariona Conlon (DC)
Brian Thornton (BT)
Tom Canavan (TC)
Dr. Brendan Day (BD)
Dr. John Morris (JM)

Executive Members

Maurice Power, Chief Executive Officer (MP)
Ann Cosgrove, Chief Operations Officer (AC)
Tony Baynes, I/Chief Financial Officer (TB)
Jean Kelly, I/Chief DONM (JMK)
Pat Nash, Chief Clinical Director (PN)

In Attendance

Anne Marie Farrington, Board Secretary (AMF)
John Shaughnessy, Group Director of HR (JS) (joined at 12pm)

Apologies

Darina Kneafsey (DK)
Prof Ciarán Ó hÓgartaigh (COH)
Mary Dunne (MD)
Caitriona Meehan, Group Communications Manager (CM)

Item	Discussions / Comments	Action
1.	<p>Apologies, Conflicts of Interest, Minutes, Actions Log & Matters Arising</p> <p>Apologies: were noted from Mary Dunne, Darina Kneafsey and Prof Ciarán Ó hÓgartaigh.</p> <p>Conflict of Interest Declarations: no Declarations of Interest were made.</p> <p>Minutes: the minutes of the last meeting held on 14th November 2018 were approved.</p> <p>Matters Arising</p> <p><u>Group eHealth Director Post:</u> this post remains vacant following two unsuccessful recruitment campaigns. The CEO is looking at alternative opportunities to recruit to this post.</p> <p><u>Winter Planning:</u> some funding received to open additional beds in UHG & LUH. No funding received in respect of MUH, SUH or, PUH. GUH has been identified nationally as a focus site and will receive some additional funding for a four week period.</p>	

	<p><u>Service Plan 2019/Budget 2019</u> The Group are awaiting the funding allocation for 2019 from the HSE.</p> <p><u>Community Diagnostics</u> A meeting is scheduled to take place on 14/12/18 with Community Healthcare West to progress GP access to community ultrasound services. The CEO will update the Board further at their next meeting.</p>	
2.	Chairman's Update - Verbal	
	The Chairman advised the Board that his term of appointment expires on 15 th January 2019. The position of Chairman will then become vacant until a new chairman is appointed by the Minister.	
3.	Saolta Group Executives Report to the Board	
	<p>The Saolta Group Executives Report (35/2018), circulated prior to the meeting, was taken as read. The following was discussed briefly:</p> <p><u>Termination of Pregnancy Services</u> The CEO advised the Board that the service will be available in UHG and MUH from 01/01/19. Funding of €1m has been received to support the introduction of this service. There are significant challenges in relation to infrastructure, conscientious objection and staffing.</p> <p><u>Waiting Lists</u> The Board questioned the Executive on the Inpatient, Day Case and Outpatient Waiting Lists. Discussion took place regarding initiatives to outsource certain activity on a pilot basis in order reduce waiting lists. Dr. John Morris is to submit a proposal to the CEO.</p>	JM
4.	Update from Board Sub Committees	
	<p><u>Board Audit Committee</u> The minutes of the Board Audit Committee Meeting held on the 12th September 2018, circulated prior to the meeting, were noted. Aislinne Freeman provided a verbal update on the last Board Audit Committee Meeting held on 14th November 2018.</p> <p>The CEO confirmed that, as requested at the last meeting, he has extended the appointment of the external Board Audit Committee Members up to 31st December 2018. It was agreed, following discussion, to extend their appointments for a further year up to 31st December 2019. The CEO is to issue the appointment letters.</p> <p><u>Board Finance Committee</u> The minutes of the Board Finance Committee Meeting held on 11th September 2018, circulated prior to the meeting, were taken as read. Gerry McManus provide a verbal update.</p> <p><u>Board Quality & Patient Safety Committee</u> Dariona Conlon provided a verbal update on the last Board Quality & Patient Safety Committee Meeting held on 7th November 2018.</p>	MP

	<p><u>Board Strategic Manpower Planning Committee</u> Dr. John Morris provided the Board with a verbal update. The focus is on attracting staff, staff retention and feedback from exit interviews. A meeting is due to take place with NUIG representatives prior to the next Committee Meeting on 16th January 2019.</p> <p>It was proposed that the Group commission a piece of work to explore how recruitment and retention of Consultants & NCHDs at Letterkenny University Hospital can be improved into the future.</p> <p><u>Board Strategy Committee</u> Gerry McManus provided the Board with a verbal update. The draft strategy has been circulated to HSE & DOH. It is expected that it will be launched in January 2019.</p> <p>It was proposed and agreed that Dr. John Killeen remain on the Board Strategy Committee as an external member. The Terms of Reference for the Board Strategy Committee are to be updated accordingly.</p>	MP/PN COH
5.	Attendance Management Briefing	
	Mr. John Shaughnessy, Group Director of Human Resources attended the meeting at provided the Board with an update in relation to Attendance Management across the Group. The Board questioned Mr. Shaughnessy on absenteeism levels and initiatives that are being taken to address same.	
6.	Presentation	
	<p><u>SláinteCare Implementation Plan</u> The CEO gave the Board a brief presentation on the SláinteCare Implementation Plan. A copy of the presentation is to be circulated to the Board Members.</p>	AMF
7.	Any Other Business	
	<p><u>Clinical Trials</u> Dr. Pat Nash updated the Board in relation to Clinical Trials at UHG.</p>	
8.	Date of Next Board Meeting	
	The next Board Meeting is scheduled to take place on Wednesday 13 th February 2019 in Galway.	

The meeting concluded at 1.35 p.m.

Signed: _____

Chairman

Date: _____

20/2/19.