

12 July, 2001.

Do gach Comhalta den mBord

A Chara,

The Annual General Meeting of the Northern Area Health Board will be held in the **Boardroom, Unit 7, Swords Business Campus (N.B.- *New Headquarter Building*), Balheary Road, Swords, Co. Dublin at 5.00pm on Thursday 19th July, 2001.** This meeting will be followed by the monthly meeting of our Board.

Dinner has been arranged for 7.00pm.

Hereunder is the agenda for the AGM and Board Monthly Meeting .

Mise, le meas,

M. Windle

PRIOMH FEIDHMEANNACH

AGM - CLAR

1. Chairpersons Address
2. Election of
 - a) Chairman
 - b) Vice Chairman
(see attached)
3. Membership of Standing Committees
 - a) Community Services and Continuing Care Committee
 - b) Acute Hospitals and Primary Care Committee

(Proposed membership in accordance with Report No 5/2000 and 6/2000 herewith)
4. Nominations for Membership of Finance and Property Committee (copy herewith)

Contd Over/ . . .

(2)

5. Protocol and Procedures Committee

6. Child Care Advisory Committee
7. Chief Executive's Address

2. **PROCEDURE FOR ELECTION OF CHAIRMAN
AND VICE-CHAIRMAN**

Extract from Standing Orders (2.1)

The procedure for the election of Chairman and Vice-Chairman shall be as follows:-

- (a) the proceedings shall begin by a member or members being proposed and seconded and no person who is not then proposed and seconded shall be a candidate ;
- (b) where there is only one candidate, such candidate shall be elected ;
- (c) where there are two or more than two candidates, a poll shall be taken ;
- (d) if at such poll a majority of the members present vote for any particular candidate, such candidate shall be elected;
- (e) if at such poll no candidate receives the votes of a majority of the members present, the candidate receiving the least number of votes shall be eliminated and, subject to the provisions of paragraph (g), one or more further polls (according as may be necessary) shall be taken ;
- (f) paragraphs (d) and (e) shall apply in relation to such further poll or polls ;
- (g) where there are only two candidates or where, as a result of one or more polls, all the candidates except two have been eliminated, the question as to which of such candidates shall be elected shall be put to the members present and whichever of such candidates receives the greater number of votes on such question shall be elected ;
- (h) if from an equality of votes given to two candidates a question arises as to which of such candidates is to be elected, the candidate whose name is drawn first by lot shall be elected. If from an equality of votes given to more than two candidates a question arises as to which of such candidates is to be eliminated, the matter shall be put to the members present to decide whether the candidate whose name is drawn first by lot, or the candidate whose name ultimately remains, shall be eliminated.

3. **Membership of Committees**

Section 2.28 to 2.32 inclusive of our Board's Standing Orders sets out the following in relation to Committee Membership and procedure :

- Number of members to be decided at commencement
- Term of office shall not exceed twelve months
- The Chairman is ex-officio member of every Committee
- Each Committee shall have a Chairman and Vice-Chairman
- Procedure for filling of vacancies
- Every Committee shall be governed by the Standing Orders of Health Board.

Report Nos 5/2000 and 6/2000 establishing the Community Services and Continuing Care Committee and the Acute Hospitals and Primary Care Committee were adopted by our Board in April, 2000.

The protocol on rotation, adopted in Report No 5/2000 and 6/2000, is as follows :-

Rotation

At the AGM, the last two members of the Committee shall rotate to head the list of the alternative Committee

The Committee will be appointed by the Board at its AGM

Membership Exchange

Where a member wishes to exchange membership with a colleague after appointment, said intention (by both members) should be notified to the Chief Executive eight clear days before the next scheduled meeting of the Board. The revised membership shall be an agenda item for ratification by the Board at that meeting.

I outline below current Standing Committee Membership, and proposed membership, in accordance with agreed rotation protocol.

Current (as adapted by the Board

Proposed

On 18th May, 2000)

Acute Hospital & Primary Care Standing Committee

Dr Philip O'Connell
Cllr Dermot Murray
Ms Noeleen Harvey
Cllr Eamonn O'Brien
Cllr. Christy Burke
Cllr Ann Devitt
Dr Marie Laffoy
Mr Martin Cowley
Ald Ivor Callely

Cllr Michael O'Donovan
Mrs Catherine Quinn
Dr Philip O'Connell
Cllr Dermot Murray
Ms Noeleen Harvey
Cllr Eamonn O'Brien
Cllr Christy Burke
Cllr Ann Devitt
Dr Marie Laffoy

Observers: Ms Marie Hoban
Dr Bernard Murphy

Meetings held on 4th Thursday of each month

Community Services & Continuing Care Standing Committee

Dr James Reilly,
Lr Larry Tuomy
Cllr Deirdre Heney
Cllr Liam Creaven
Mr Gerry McGuire
Dr Dermot Fitzpatrick
Mr Joe Fallon
Cllr Roisin Shortall, T.D.
Cllr Michael O'Donovan
Mrs Catherine Quinn

Mr Martin Cowley
Ald Ivor Callely
Dr James Reilly
Mr Larry Tuomy
Cllr Deirdre Heney
Cllr Liam Creaven
Mr Gerry McGuire
Dr Dermot Fitzpatrick
Mr Joe Fallon
Cllr Roisin Shortall, T.D

Observers: Ms Marie Hoban
Dr Bernard Murphy

Meetings held on the 4th Monday of each month

- 4. The Finance and Property Committee, Northern Area Health Board, has a total membership of 8, as follows :-**

(a) A core group of 5 members, who shall serve their full 5-year term of office

1. Cllr A Devitt
2. Cllr C. Burke
3. Mr M Cowley
4. Ald I. Callely
5. Cllr M.O'Donovan

(b) A group of 3 members who shall change every year, and be appointed at the Annual Meeting of our Board.

Current Members of Group (b)

1. Dr P.O'Connell
2. Cllr D. Murray
3. Cllr E. O'Brien

NOMINATION ARE INVITED FOR THE 3 PLACES ON GROUP (B)

If the number of nominations made exceed the number of places, the election for appointment of members to the Finance and Property Committee will take place at the following meeting of our Board. (Report no 20/2000, adapted by our Board on 18th May, 2000).

5. ***Protocol and Procedures Committee***

Members of this Committee are appointed for their full 5-year term of office

6. ***Child Care Advisory Committee***

In accordance with the directions of the Minister for Health and Children in relation to Child Care Advisory Committees, appointments to this Committee should be for a period not exceeding three years. Following consultation with the appropriate bodies, our Board at its meeting of 15th June, 2000, appointed members to this Committee for the period to **28th February, 2003**, (Report 25/2000 refers).

NORTHERN AREA HEALTH BOARD

**Minutes of proceedings of Annual General Meeting
of the Northern Area Health Board
held in the Boardroom, NAHB Headquarters, Swords Business Campus,
Balheary Road, Swords, Co. Dublin**

On Thursday 19th July, 2001, at 5.00pm

Present

Cllr. C. Burke
Ald. I. Callely, T.D.
Cllr. L. Creaven
Mr. M. Cowley
Mr J. Fallon
Cllr Dr D. Fitzpatrick
Ms N. Harvey
Cllr. D. Heney
Dr. M. Laffoy
Mr G. McGuire
Dr B Murphy
Cllr D.Murray
Cllr. E. O'Brien
Dr P. O'Connell
Cllr. M. O'Donovan
Mrs C Quinn
Dr James Reilly
Cllr R Shortall
Mr L Tuomey

In the Chair

Cllr. Anne Devitt

Officers in Attendance

Ms M. Windle, Chief Executive
Mr M Walsh, Asst Chief Executive
Mr J. Cahill, Asst Chief Executive
Mr J. Lamont, Asst Chief Executive
Mr S Mulvaney, Finance Department
Ms N. Byrne, Director of Communications
Ms. K. Fagan, Secretariat
Ms M. Neville, Secretariat
Mr J. Murphy, Board Secretary

54/2001.

CHAIRPERSONS ADDRESS

Cllr A. Devitt, Chairman, welcomed members to the new Board Room, and the new Headquarters Building, which was a symbol of how far our Board had come since the last Annual General Meeting.

Cllr Devitt thanked all the Board Members, and Staff for their contributions, in what had been a unique year, and highlighted that although we were a new organisation finding our feet, there were still thousands of satisfied clients who had received and availed of our services.

While there had been significant developments in the past year, a number of challenges had still to be faced, including addressing the inadequacies in the infrastructure from which we deliver services, inequity in the way services are delivered in the region and nationally, responding to changes in society, including the increasing expectations of a quality service, and the challenge of attracting and retaining high quality staff, through which our service is delivered.

2.(a) ELECTION OF CHAIRMAN

Cllr A Devitt, was proposed by Dr Reilly and seconded by Dep Callely.

Cllr E O'Brien was proposed by Cllr O'Donovan and seconded by Cllr Murray

Following a ballot, the members voted as follows:

For Cllr Devitt	Cllr Burke Dep. Callely Mr Cowley Cllr Creaven Cllr Devitt Mr Fallon Ms Harvey Cllr Heney Dr Laffoy Mr McGuire Cllr Murray Dr O'Connell Mrs Quinn Dr Reilly Mr Tuomey
For Cllr O'Brien	Cllr O'Donovan Cllr O'Brien
Abstained	Dep Shortall
Absent (for vote)	Dr Fitzpatrick

Cllr Devitt was therefore elected Chairman on a majority of 15 votes to 2, with 1 abstaining and 1 absentee.

2(b)ELECTION OF VICE CHAIRMAN

Cllr L Creaven was proposed by Dr Reilly, and seconded by Cllr O'Donovan. As there were no other nominations, Cllr Creaven was deemed elected Vice Chairman

3.MEMBERSHIP OF STANDING COMMITTEES

On a proposal by Mr McGuire, seconded by Cllr Burke, the membership of the Standing Committees, as outlined, in accordance with the agreed proposal on rotation, were agreed.

Membership of Standing Committees

(a) Community Services and Continuing Care Standing Committee

Mr Cowley	<u>Observers</u>
Ald Callely	
Dr Reilly	Dr Murphy
Mr Tuomey	Ms Hoban
Cllr Heney	
Cllr Creaven	
Cllr Burke	
Dr Fitzpatrick	
Mr Fallon	
Dep Shortall	

(b) Acute Hospital and Primary Care Standing Committee

Cllr O'Donovan	<u>Observers</u>
Mrs Quinn	
Dr O'Connell	Dr Murphy
Cllr Murray	Ms Hoban
Ms Harvey	
Cllr O'Brien	
Mr McGuire	
Cllr Devitt	
Dr Laffoy	

4.MEMBERSHIP OF FINANCE AND PROPERTY COMMITTEE

On a proposal by Dep Callely, seconded by Cllr Devitt, it was agreed that there would be no change in the membership of the Finance and Property Committee.

The Finance and Property Committee consists of 8 Members, as follows:-

(a) A core group of 5 Members, who shall serve their full 5-year term of office

- 1) Cllr A Devitt
- 2) Cllr C. Burke
- 3) Mr M. Cowley
- 4) Ald I. Callely
- 5) Cllr M. O'Donovan

(b) A Group of 3 Members, appointed at the Annual General Meeting of the Board

Membership of Group (b)

- 1) Dr P. O'Connell
- 2) Cllr D. Murray
- 3) Cllr E. O'Brien

5.PROTOCOL AND PROCEDURES COMMITTEE

Members of this Committee are appointed for their full 5-year term of office

6.CHILD CARE ADVISORY COMMITTEE

In accordance with the directions of the Minister for Health and Children in relation to Child Care Advisory Committees, appointments to this Committee should be for a period not exceeding three years. Following consultation with the appropriate bodies, our Board at its meeting of 15th June, 2000, appointed members to this Committee for the period to 28th February, 2003, (Report 25/2000 refers).

7.CHIEF EXECUTIVE'S ADDRESS

Ms M. Windle, Chief Executive, congratulated Cllr Devitt and Cllr Creaven on their election as Chairman and Vice Chairman. She thanked the Chairman and Members of the Board for their contribution, advice and co-operation throughout the past year, and outlined the workload that the members had achieved in the year. She also thanked the Management Team, and all staff for their contribution in what the Chairman had referred to in her address as a unique year.

The Meeting concluded at 5.40pm

M. WINDLE
CHIEF EXECUTIVE

19th July, 2001.

CHAIRMAN