

**Minutes of Monthly Board Meeting held in The Conference
Room, Vergemount Hospital, Clonskeagh, Dublin 6
on Thursday 12th June 2003 at 6.00p.m.**

In the Chair

Cllr. Andrew Doyle

Present

Dr. Mick Molloy
Cllr. Dr. Bill O'Connell
Cllr. Tony Fox
Cllr. Olivia Mitchell, T.D.
Mr. Gerry McGuire
Ms. Noeleen Harvey

Ald. Joe Doyle
Cllr. Pat Doran
Cllr. Jane Dillon Byrne
Mr. John Dolan
Dr. Bernard Murphy
Cllr. Pat Hand

Apologies

Dr. Ray Hawkins
Dr. John Fennell
Ms. Maria Hoban
Mr. Michael Murphy
Cllr. Laurence Butler

Officers in attendance

Mr. Martin Gallagher, Chief Executive Officer
Ms. Cate Hartigan, Assistant Chief Executive Officer
Dr. Brian Redahan, Assistant Chief Executive Officer
Mr. Pearse Costello, Director Human Resources
Mr. Gavin Maguire, Director of Finance
Mr. Alex Connolly, Director of Communications
Mr. John Davis, Board Secretary
Ms. Naomi Boland, PA to Chief Executive Officer
Mr. Brendan Lawlor, Chief Emergency Planning Officer

Opening Prayer

Chairman's Business

Prior to commencement of business the Chairman advised members that the Board of the ERHA, at their meeting on the 16th May 2003, unanimously accepted the recommendation of the Local Appointments Commission and appointed Mr. Martin Gallagher as Chief Executive Officer of the East Coast Area Health Board as and from Friday 16th May 2003 at 12.00.

The Chairman and group leaders thanked Gavin Maguire for his commitment to the Board during his stewardship and welcomed Mr. Martin Gallagher to his new post.

Mr. Maguire and Mr. Gallagher thanked the members for their kind words and support.

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The Chairman joined with the members in extending a vote of sympathy with the relatives of the list of deceased circulated.

The Chairman proceeded to advise members of the following newsworthy events:

- 'Focus on Fruit' week was launched on 29th May in the Little Bray Family Resource Centre.
- The official opening of the Cardiac Rehabilitation Unit in St. Columcille's Hospital on 3rd June.
- Garden Fete and Vintage Rally to be held in Newcastle on 15th June.
- Forthcoming meetings planned for June.

Report was noted.

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Minutes

(a) Confirmation of Minutes

Minutes of monthly meeting of Board held on 8th May 2003 having been circulated were adopted on the proposal of Cllr. Dr. Bill O'Connell and seconded by Cllr. Jane Dillon Byrne.

(b) Matters Arising

No matters arising.

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Question 1.

Cllr Jane Dillon Byrne raised the following question

“To ask the Chief Executive Officer to outline, for the Board, the number of hospital beds which they intend to close, for part of the summer period at:

1. St. Columcille’s Hospital, Loughlinstown
and
2. St. Michael’s Hospital Dun Laoghaire.

Please outline times and period of closures intended and the number of beds affected.

Please outline any cuts in services provided by consultants/doctors.

Please outline, also, any proposed cuts in Ambulance Service in the East Coast Area.”

Response:

- Discussions are still continuing with the ERHA in connection with funding levels for our acute hospital services for this year. In this context the need for any bed closures will be reviewed when these discussions are completed.
- Any proposals in relation to bed closures at St. Michael’s Hospital, Dun Laoghaire will be followed up with the ERHA.
- There are no planned cuts in services provided by consultants/doctors at St. Columcille’s Hospital
- There are no planned cuts in Ambulance Services in the East Coast Area Health Board.

Question 2.

Cllr Jane Dillon Byrne raised the following question:

“Given that €10,000 was set aside for two projects on alcohol, one for Dun Laoghaire and one for Carnew, in 2002, please detail what progress has been made with regard to both of these endeavours”

Response:

The East Coast Area Health Board has been involved in piloting two Alcohol Initiatives in the Bray and Carnew areas during the past number of months. The initiatives reflect best practice models as outlined in the Department of Health & Children Strategic Alcohol Plan – Interim Report published in 2002. Both

initiatives are based on community mobilisations models but reflect the different needs of the two communities.

Carnew

In Carnew, following discussions between Cllr. Pat Doran and Board staff, an initial meeting was organised with key local interests to identify issues relating to alcohol within the community. The meeting was very well attended and as a result an Alcohol Information and Education evening was organised in conjunction with the local secondary school. The session was chaired by the school principal and over 100 parents and interested adults attended. The Boards Addiction Education office and Director for Mental health gave presentations and feedback from the evening was very positive. Follow-up in the form of peer led education is planned for the Autumn of 2003 with the support of the school and other interests.

Dun Laoghaire

Tivoli Training Centre provides a range of vocational training programmes for young people in Tivoli Terrace in Dun Laoghaire. Included as part of the programme is a unit on alcohol as part of a personal development module. In addition, the centre also provides a 6 session alcohol course for referrals from the court in Dun Laoghaire, for those charged with public order offences. Following contacts made through Cllr. Jane Dillon Byrne a number of meetings have been organised between Health Board Alcohol and Addiction Staff and Tivoli Training Centre personnel. The Health Board has agreed to provide ongoing support, advice and referral services for both the day and evening programmes. In addition, our alcohol service staff will co-facilitate the relevant sessions on the evening courses. It has been agreed to monitor the programmes with a view to developing further modules if necessary.

The Homeless Shelter in Dun Laoghaire will soon have direct access to the Cluain Mhuire Alcohol Service and facilities through a multi disciplinary mental health team. This team is currently being recruited and will include psychology, social work and will be consultant led.

Question 3.

Cllr Jane Dillon Byrne raised the following question:

“Some time ago, a system of Best Practice was to be introduced for privately run nursing homes. Has this been carried out? How many inspections per year, are currently being carried out in privately run nursing homes? Are these inspections done by appointment or ‘on spec’? How many homes have been found to have inadequate processes operating within them and what are they?”

Response:

Private run Nursing Homes are statutorily obliged to register with the Health Board. All Nursing Homes are inspected before registration and have to provide the care as outlined in the following legislation; The Health (Nursing Homes) Act 1990, the Nursing Homes Regulations 1993 and the Code of Practice for Nursing

Homes. If the Inspection Team find that adequate care is not provided, the Nursing Home would not be registered until the breaches are rectified. Inspections highlight any breach in the regulations and the Nursing Home are asked to address these and are given a time period before being re-visited 'on spec'.

As well as the inspection visit for the registration of a Nursing Home. The Health Board inspect each nursing home twice yearly; these inspections are done 'on spec', as well as second visits being undertaken by appointment if further information is required.

45/2003

Chief Executive Officers Report

The Chief Executive Officer's Report (copy appended to Official Minutes) was circulated. The Report dealt with the following items:

- Restructuring of Existing Health Care Agencies
- Restructuring of Management Team
- Updated Information on E111 Forms
- Circular in relation to Immigration Status of SWA Rent Supplement Applicants
- Report of the Committee to Review Neurology and Neurophysiology Services.

There followed a debate on the Chief Executive Officers Report to which the following members contributed, Mr. John Dolan, Dr. Bernard Murphy, Cllr. Jane Dillon Byrne, Cllr. Pat Doran, Cllr. Andrew Doyle, Dr. Mick Molloy, Mr. Gerry McGuire, Cllr. Dr. Bill O'Connell and which the Chief Executive Officer replied.

The following key points were noted:

- Members welcomed the proposed restructuring of the Management responsibilities with the integration of both the operational and planning function within the remit of each Assistant Chief Executive.
- Welcomed the appointment of Dr. David Clarke as Assistant Chief Executive with responsibility for Child Health and Child Care and wished him well in his new post.
- Areas of concern regarding cross boundaries support across all care groups for services such as disability sector will be taken on board.
- Report of the Committee to review neurology and neurophysiology service will be referred to the Continuing Care Committee.

Report was noted and agreed.

46/2003

Report of Standing Committees

On the proposal of Cllr. Pat Doran and seconded by Cllr. Jane Dillon Byrne progress reports from the following committees were adopted:

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|--|---------------------------|
| • Development Review Committee,
St. Columcille's Hospital | 6 th May 2003 |
| • Protocol and Procedures Committee | 13 th May 2003 |
| • Acute Services & Primary Care
Committee | 15 th May 2003 |
| • Child Care Advisory Committee | 28 th May 2003 |
| • Continuing Care Committee | 29 th May 2003 |

47/2003

(a) Report on Emergency Planning and Planning for the Special Olympics

There followed a presentation by the Chief Emergency Planning Officer which dealt with the following items:

- Overview of Emergency Planning
- Objective of the Emergency Planning Office
- The Planning Process
- Functions of Emergency Planning
- Code of Practice and Legislation
- Emergency Planning for Special Olympics World Games
- Medical goal, operations and provision
- Emergency Planning Office Involvement
- Contingency Planning Approach

There followed a debate on the report to which the following members contributed, Dr. Mick Molloy, Cllr. Andrew Doyle, Cllr. Dr. Bill O'Connell, Cllr. Jane Dillon Byrne, Dr. Bernard Murphy and the following points were noted.

- Contingency plans are in place for the special Olympics with the key contacts identified at Acute Hospital and Community Service level.
- Working Group to be brought together with DATHS Hospital to develop template plans for Emergency Response with the Hospital Sector. The Emergency Planning Office is co-ordinating this plan.
- The Emergency Planning Office is the co-ordinating centre for Major Incident Medical Management and Support Course (MIMMS) in Ireland. Further courses are planned in 2003
- Service Visit will be arranged to the Emergency Planning Room, Phoenix Park at a future date.
- Members concluded by thanking the Chief Emergency Planning Officer for his detailed presentation.

(b) Draft Annual Report

A copy of the Draft Annual Report of the East Coast Area Health Board for 2002, having been circulated, was adopted on the proposal of Cllr. Dr. Bill O'Connell and seconded by Cllr. Pat Doran.
The report will be circulated at the AGM in July

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Notice of Motions

No motions tabled

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Correspondence

- Report of the Committee to Review Neurology and Neurophysiology Services (circulated)
- SWA Circular in Relation to Immigration Status of SWA Rent Supplement Applicants (circulated)
- Updated information in respect of E111 Forms from Department of Health and Children (circulated)

Meeting concluded at 8.30p.m.

Correct:

**MARTIN GALLAGHER
CHIEF EXECUTIVE OFFICER**

DATE

Signed:

**CLLR ANDREW DOYLE
CHAIRMAN**

DATE