

**MINUTES OF PROCEEDINGS OF THE INAUGURAL BOARD MEETING  
HELD IN THE ROYAL HOTEL, BRAY ON THURSDAY, 9<sup>TH</sup> MARCH 2000  
AT 6.00 P.M.**

**Present:**

Mrs Joyce Andrews	Cllr Larry Butler
Cllr Maria Corrigan	Cllr Jane Dillon Byrne
Mr John Dolan	Cllr Pat Doran
Ald Senator Joe Doyle	Dr John Fennell
Cllr Tony Fox	Ms Noeleen Harvey
Dr Ray Hawkins	Mr Paul Ledwidge
Cllr Olivia Mitchell, TD	Dr Mick Molloy
Mr Gerry McGuire	Cllr Pat Vance

**Apologies:** Dr Barney Murphy

**Officers in Attendance:** Mr Michael Lyons, Chief Executive  
Mr Martin Gallagher, Assistant Chief Executive  
Mr Tom Mernagh, Senior Executive Officer  
Ms Suzanne Bushnell, Secretariat

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**[1] Members of the Board**

The Chief Executive circulated a list of members appointed to the East Coast Area Health Board by the Eastern Regional Health Authority under Section 16 of the Health (Eastern Regional Health Authority) Act 1999 for the information of the members.

**[2] Delegation of Reserved Functions from the Eastern Regional Health Authority to the East Coast Area Health Board**

The Chief Executive brought the members attention to correspondence from the Chief Executive of the Eastern Regional Health Authority advising of a resolution of the Eastern Regional Health Authority on 1<sup>st</sup> March 2000 delegating a list of reserved functions from the Eastern Regional Health Authority to the East Coast Area Board.

Following a brief discussion to which Cllrs Mitchell, Doyle, Vance and Dr Fennell contributed and to which the Chief Executive responded, the members voted unanimously to accept the delegation as set out.

**[3] Delegation of functions from the Regional Chief Executive to Mr Michael Lyons, Chief Executive of the East Coast Area Health Board**

For the information of the members Michael Lyons circulated a copy of the functions delegated to him by the Chief Executive of the Eastern Regional Health Authority.

**[4] Election of Chair**

Cllr Tony Fox was proposed by Cllr Larry Butler and seconded by Cllr Maria Corrigan. There being no other nominations Cllr Fox was declared elected.

**[5] Election of Vice Chair**

Cllr Andrew Doyle was proposed by Ald Senator Joe Doyle and seconded by Deputy Olivia Mitchell. There being no other nominations Cllr Doyle was declared elected.

Deputy Mitchell on behalf of Fine Gael congratulated Cllr Fox and Cllr Doyle on their election and wished them every success in their new positions.

Deputy Mitchell was supported in her comments by Cllr Jane Dillon Byrne on behalf of the Labour Party and Cllr Pat Vance on behalf of Fianna Fail. Cllr Fox responded thanking the members of their kind comments and assurances of support. Cllr Fox stated that he was honoured and humbled by his election as first Chairman of the East Coast Area Health Board.

Cllr Fox paid tribute to the efforts of the staff of the Eastern Health Board in the provision of health and social services over the past 30 years and stated that he looked forward to working closely with the management and staff of the East Coast Area Health Board in addressing the major challenges which lay ahead.

Cllr Fox stated that now was the time to take stock and to determine the improvement to be achieved over the coming years and to ensure that an efficient and effective service is provided.

Cllr Fox thanked the members for the confidence placed in him.

Cllr Doyle thanked his proposer and seconder stating that he felt humbled to be proposed by someone of the stature of Senator Doyle. Cllr Doyle stated that there was a heavy work load ahead to ensure the delivery of the health and social services which the catchment area population of the East Coast Area Health Board needs and deserved.

**[6] Appointment of Protocol and Procedures Committee**



In this context the Boards legal remit is to ensure that persons have easy access to high quality health and personal social services, delivered across the entire healthcare system in a seamless and co-ordinated manner. The Chief Executive stated that this would involve building on partnership arrangements between the Board and the voluntary service providers in the interest of providing patient centered care.

Members noted that the Board would be delivering, planning and developing its services on the basis of care groups rather than adopting the traditional programme approach.

## **7.2 Approach to work of the Board**

7.2.1 The Chief Executive advised that in order to give effect to the Board's mandate the organisational arrangements at management and executive level will consist of two services, namely: -

- Service Delivery
- Planning Development

Each will be headed by an Assistant Chief Executive who will

- On the service delivery side work through two General Managers at district level, the Acute Hospital Manger, the Primary Care Manager, the Health Promotion Manager and Manager of the Addiction, Mental Health and Disability Services.
- On the planning and development side the Assistant Chief Executive will work through five Directors of Care covering;
  - The Elderly
  - Child Care
  - Episodic Illness
  - Mental Health/Addiction
  - Disability

The Chief Executive advised that the recruitment of Assistant Chief Executives had been concluded earlier today and also advised of the appointment of Mr Tom Mernagh to the position of Hospital Manager at St Colmcille's Hospital.

Members noted that other staffing assignments were being processed. Members, noted the recent retirement of Mr. John Hempenstall from his post at St.

Columcille's Hospital. The Chairman paid tribute to Mr. Hempenstall for his dedication and service to the Eastern Health Board and all members wished him well in his retirement. The Board asked the Chief Executive to write to Mr. Hempenstall conveying the Board's sentiments and good wishes for his future.

7.2.2 The Chief Executive stated that with regard to the Boards strategic approach to its work, he saw this being implemented in a number of stages.

- To continue the delivery of services previously provided by the Eastern Health Board in the East Coast Area as provided for in the Eastern Health Board's Service Plan for the Year 2000.
- To develop services in accordance with development funding available this year.
- To commence planning for the estimates and allocation process for 2001.
- To commence the development of a 3 to 5-year strategic plan for the area and to identify the priority service areas to be addressed during the period.

7.2.3 The Chief Executive stated that in the context of the work programme of the Board a number of issues need to be progressed and that it was his intention to have these progressed through the standing committees and to bring reports on service developments in the area to meetings of the Board.

Members noted that from an organisational perspective, the Board, through the standing committees will be routinely involved in the ongoing monitoring of service delivery and in the planning and development of services.

7.2.4 As regards the working of the Board and of committees of the Board the Chief Executive stated that he saw the Protocol Committee as having the following responsibilities:

- To agree the Standing Orders for the Area Health Board.
- To agree the Standing Orders for the Standing Committees of the Board, including the Financial Committee.
- To agree protocols for attendance by Board members at conferences, etc.

The Chief Executive stated that this committee will be central to the smooth operation of Board business and that he would see it liaising closely with the Protocol Committee of the Eastern Regional Health Authority and with the Protocol Committees of the other two Area Health Boards to ensure a consistency in approach to Board business across the region. In this context it was agreed that this committee would have draft standing orders for adoption by the Board at its April meeting.

7.2.5 The Chief Executive advised that in addition to the committees mentioned, that under Section 7 of the Child Care Act 1991, the Board must establish a Child Care Advisory Committee. This involves getting nominations from a wide range of sectors including 3 Board representatives.

It was agreed that the Chief Executive would proceed to seek nominations from the various sectors and bring these to the Board at which stage the 3 Board nominees would be agreed. It was also noted that the Chair and Vice Chair of this committee would be nominated by the Board.

### **7.3 Office Accommodation**

The Chief Executive advised members of the location of temporary offices at the APC Building, Boghall Road, Bray and stated that the anticipated that the Board temporary headquarters in Southern Cross House would be ready for occupation within 6 to 8 weeks.

### **7.4 Personnel**

The Chief Executive advised members of the responsibilities delegated to the Assistant Chief Executives and also gave details of the staff currently assigned to the temporary offices at Boghall Road.

The Chief Executive also gave details of the managers in the Boards area with responsibility for community services and mental health services.

### **7.5 Arrangements for visits to services**

A schedule of visits for the months of March, April, May and June was presented to the members and was agreed unanimously on the proposal, Cllr Jane Dillon Byrne, seconded by Dr Hawkins.

### **7.6 Schedule of Board Meetings**

The Chief Executive circulated a proposed schedule of Board meetings for the remainder of year 2000 which was agreed by the members.

It was also agreed that the meeting scheduled for 13<sup>th</sup> April 2000 would be held at the earlier time of 2.00 p.m. to facilitate members travelling to the Annual General Meeting of the Council of County Councils in Co Monaghan. Lunch would be available from 12.30 p.m.

The meeting concluded at 7.35 p.m.

**Correct**

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**MICHAEL LYONS**  
**CHIEF EXECUTIVE OFFICER**

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**CLLR TONY FOX**  
**CATHAOIRLEACH**

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**Date**