



Tallaght University Hospital Board Meeting
24th October 2022
Robert Graves Postgraduate Centre, CLD, TUH
08:00am-10:30am

Participating:

Board member:

Mr. Liam Dowdall (LD)
Archdeacon David Pierpoint (DP)
Mr. Mike Beary (MB)
Mr. John Hennessy (JH)
Mrs. Mairead Shields (MHS)
Mr. Edward Fleming (EF)
Dr. Darach O'Ciardha (DO'C)
Mr. Mark Varian (MV)
Prof. Anne-Marie Brady (AMB)
Dr. Vivienne Byers (VB)

Also participating:

Executive Management Team:

Ms. Lucy Nugent (LN)
Mr. John Kelly (JK)
Mr. Dermot Carter (DC)
Ms. Áine Lynch (Alyn)
Ms. Sharon Larkin (SL)
Prof. Tara Coughlan (TC)
Ms. Bridget Egan (BE)
Prof. Catherine Wall (CW)
Ms. Angela Clayton-Lea (ACL)

In attendance:

Ms. Anne McKenna (AMcK)

Apologies:

Dr. Peter Lavin (PL)

No.	Agenda Items	Decisions Made	Action By
		LD advised Board members of the recent passing of Mr. Michael Greene, RIP who founded CRY in 2002. It was noted the CEO relayed the Board and EMT's condolences in this regard.	
22.10.01	Apologies	Noted.	
22.10.02	Patient's Story	<p>A briefing paper highlighting two Patient's Stories was circulated in advance of the meeting and taken as read.</p> <p>ÁLyn briefed Board members on each Patient Story noting the compliments received in relation to the treatment of a patient over a number of years in various wards and departments, whereby the patient complimented the dignity and respect received throughout their treatment.</p> <p>ÁLyn briefing Board members on a complaint in relation to deceased patients and the process of communication regarding same. ÁLyn advised of the implementation of a check list in relation to deceased patients and the End of Life Care Co-ordinator will evaluate the distribution of bereavement packs.</p>	
22.10.03	New Declarations of Interest	There were no new declarations of interest made.	
22.10.04	Minutes of Previous Meeting	Minutes of the Board Meeting held 26 th September 2022 having been circulated in advance of the meeting were taken as read. LD advised of minor amendments and the minutes were approved by Board members.	

22.10.05	Issues Log	The issues log which was circulated in advance of the meeting will be updated accordingly.	AMcK
22.10.06	Issues Log 1.5.1	<p>Final ED Waiting Room Communication. Having been circulated in advance of the meeting a briefing paper regarding the ED Waiting Room Communication was taken as read. ÁLyn briefed Board members and the following was noted: <i>ED Process & Enhancing Information.</i></p> <ul style="list-style-type: none"> • It was noted the Communications Department, Innovation Team and ED quality improvement staff are working to enhance communication with patient information leaflets, QR Code, information regarding out of hours GPs, dentists, pharmacies. ÁLyn advised a trip is planned to a hospital in Northern Ireland to review signage that has been implemented to improve communication. A healthcare translation app is being piloted in October. <p><i>Patient Liaison Officers.</i></p> <ul style="list-style-type: none"> • It was noted two posts are advertised at present. <p><i>Pathways of Care.</i></p> <ul style="list-style-type: none"> • It was noted the Rapid Assessment and Treatment (RAT) stream will be enhanced following two candidate ANP's (Advanced Nurse Practitioners) who commenced in September. • The Age Related Assessment Unit will open in November and is a designated space for the Gerontological Emergency Department Interventional (GEDI) team. • Acute Medical Assessment. A candidate ANP has joined the existing ANP maximising the review of suitable patients. • Access to a GP. A pathway has been developed for same. • Phlebotomy Service. A new service was implemented in April 2022 that consists of phlebotomy technicians that are based in ED. • Social Prescribing and referrals to support within the community. The ED clinicians are establishing links with the community re same. • Frequent Attenders. Scoping exercise is taking place in which a case management approach may be implemented. <p><i>Environment</i></p> <ul style="list-style-type: none"> • Introduction of a charging station for mobile phones, sensory room and dementia friendly cubicles is in progress. • ED pantry is being extended. <p>VB commended the approach being taken by TUH, in particular with regards to social prescribing, frequent attenders and pathways of care.</p> <p>MV requested that there is continued focus on communicating waiting times in ED.</p> <p>LD thanked ÁLyn for the briefing and advised Board members this was ÁLyn last Board meeting as a result of her secondment to DMHG and wished her every success in her new role. ÁLyn thanked Board members, LN and the EMT for their continued support.</p> <p>LD welcomed Ms. Angela Clayton-Lea to the Board meeting in her capacity as the new Chief Operations Officer.</p>	

22.10.07	Chairman's Update 2.1	LD updated Board members as follows: <ul style="list-style-type: none"> • LD advised that LN has been elected as President of the European Association of Hospital Managers for a term of 4 years and outlined the recognition of LN and TUH. • TUH Charter. LD advised of correspondence received from the DOH with further amendments. LD advised the amendments will be reviewed by the Governance and Nominating Committee and the Foundations. • InnovateHealth@TUH. LD advised of the recent launch and it was noted the prospectus was circulated with the CEO's report. • Board Only Time. LD advised of discussions held at Board Only Time and advised that Prof. Patricia Barker resigned from the Board on October 10th. LD noted that MHS retires at the end of the year and her last Board meeting will be the November Board. LD advised a successor has been identified to replace MHS and this will be brought for noting at the November Board meeting. 	LD
22.10.08	CEO Update 3.1	CEO Update Having been circulated in advance of the meeting the CEO Report was taken as read. LN highlighted the following: <ul style="list-style-type: none"> • LN advised of the top three challenges for TUH at present include capacity, recruitment and HSE Leadership changes along with national policy arrangements. • ED Activity. LN advised ED activity is at its highest. • Delayed Transfer of Care. LN advised of challenges relating to staff within the community. • CHI Sub Lease. It was noted the sub-lease is in the final stages of review prior to signing. <div style="background-color: black; width: 100%; height: 100px; margin: 10px 0;"></div> <ul style="list-style-type: none"> • Women's Health Hub. Currently with HSE Estates process. LN advised the Interim Director of Estates & Facilities Management is progressing Heads of Terms with IRES. • 6 Storey Build. LN advised of seed funding for the detailed design phase has been confirmed. • Director of Nursing & Integrated Care. It was noted Ms. Sandra McCarthy, following a successful recruitment process, will replace ALyn and is due to commence in January 2023. • Service of Lights. TUH Pastoral Care held 3 service of lights bereavement remembrance services which was well attended. • InnovateHealth@TUH. The launch was attended by An Tánaiste and a follow up meeting with TUHF will take place regarding the next steps. • Hackathon. LN advised the Hackathon returned in partnership with TU Dublin and AWS. 	LN
22.10.09	For Decision 4.1	Contracts. Having been circulated in advance of the meeting the Contracts for Board approval briefing paper was taken as read. DC briefed members and the following was noted:	

		<ul style="list-style-type: none"> Provision of Linen & Laundry Services (3 Lots). Procurement process undertaken by TUH. Increase cost of 27% per annum noted. DC advised the increase is related to inflation, particularly energy and raw materials and current market conditions. It was noted Procurement Department reviews 5 year contracts at year 3 in the context of pricing and negotiates reductions where possible. <p>The Board approved the contract having been proposed by EF and seconded by MV.</p> <ul style="list-style-type: none"> Generator Purchase. DC outlined risks associated with failure of transformers and the impact of same for TUH. It was noted that the option to rent same is not available and the purchase of a generator is recommended. Once off funding has been sought from the HSE for same. It was noted the purchase of the generator will give TUH additional assurances to continue to provide services in the event of power cuts and has a resale value when all transformers are replaced. <p>The Board approved the contract having been proposed by MB and seconded by DP.</p>	
22.10.10	<p>For Discussion</p> <p>5.1</p> <p>5.2</p>	<p>Corporate Governance Manual</p> <p>Having been circulated in advance of the meeting, the Corporate Governance Manual was taken as read. LD advised the updated manual has been reviewed and approved by the Governance and Nominating Committee.</p> <p>Governance Checklist</p> <p>Having been circulated in advance of the meeting, the Governance Checklist, was taken as read. LD advised the checklist has been reviewed and approved by the Governance and Nominating Committee. The issue of compliance with the Lobbying Act for TUH was raised, noting the Governance Checklist outlines it is not applicable to TUH. AMcK to review and revert regarding same.</p>	AMcK
22.10.11	<p>Regular Updates</p> <p>6.1</p> <p>6.2</p> <p>6.3</p> <p>6.4</p> <p>6.5</p>	<p>Governance and Nominating Committee Update.</p> <p>LD advised the Committee met on the 22nd September and reviewed the Board workplan, Board succession. The next meeting of the Committee will take place in November.</p> <p>Finance Committee Update.</p> <p>EF advised of a process in place to approve TUHF funding which will be noted at the next Finance Committee meeting in November.</p> <p>Staff and Organisational Development Committee Update.</p> <p>MV advised the Committee have not met since the last Board meeting and are scheduled to meet in early November.</p> <p>QSRM Board Committee Update.</p> <p>AMBr advised of the Joint meeting with the Audit Committee in September and the Committee are working through the workplan. A presentation by ÁLyn on patient centre care and accessible access provided the Committee with an update on progress being made in this regard. A presentation by Nutrition and Dietetics gave an insight into the complexities of same.</p> <p>Audit Committee Update.</p> <p>DP advised the Committee are meeting on Thursday and will review the terms of reference, Audit Plan 2023 – 2025 and will receive a presentation regarding IT and also Procurement. DP</p>	

	6.6	advised the Committee will review the meeting dates for 2023 with a view to holding meetings prior to the Hospital Board. Research & Innovation Committee. VB advised the first meeting of the Committee took place on October 21 st and welcomed three external Committee members. A presentation was given by Dr. S O'Neill regarding research and Dr. N Cole gave a presentation regarding innovation.	
22.10.12	7.1 7.2	Closing Items HSE SLA. LN advised negotiations are ongoing with voluntary organisations in relation to the SLAs and it has been confirmed the 2023 SLA, Part 1 & Part 2, will remain as is until such time as negotiations have been completed.	
22.10.13	Next Meeting	28 th November 2022, 10am in the Fitzwilliam Hotel, Stephens Green.	

Apologies to Ms. Anne McKenna, Interim Board Secretary on 4143845/ anne.mckenna@tuh.ie.