

Minutes
HSE Special Directorate Meeting
Held on Thursday 18 September 2018 at 1:00pm
DG Meeting Room, Dr Steevens Hospital

Members Present: J. Connaghan (Chair), R. Mannion, A. O'Connor, D. Sullivan
Apologies: S. Mulvany
In Attendance: C. Henry, D. McCallion, P. Connors, J. O'Sullivan, Secretary, P. Crowley (Item 8 only)

Item No.	Sub Item No.	Title of Paper Presented / Key Discussion Points	Agreed Action / Decision	Responsible	Due Date/ Review Date
1		Minutes of Directorate Meetings held on 24 July 2018 were considered There were no matters arising not covered by the agenda	The Directorate approved the minutes. No conflicts of interest were declared by members.	Secretary	
2		Chairman's Remarks & Directorate Members' Discussion The Chairman welcomed the Scally Report and, in accepting fully it's recommendations, stressed the importance of putting an immediate focus on implementing the recommendations. It was noted that it is on the agenda later in the meeting. The Chair also stressed the importance of concluding the implementation of agreed Ways of Working and requested an update in one month. Challenges to the implementation of the HSE Capital Plan were noted and will be discussed in the context of the later agenda item.		Secretary	
3	3.1	Approvals in accordance with the reserved functions of the Directorate Contract Approval 2661 – CAR - The Provision of Hazardous Healthcare Risk Waste Services to the Health Services Executive	Directorate approved The Provision of Hazardous Healthcare Risk Waste Services (Ref: 2661) on the	Secretary Decision No: 18/09 (44) 2018	

	3.2	<p>for the Acute Hospitals, Non Acute Locations, GMS GP services, Domestic addresses and the Irish Public Sector Bodies.</p> <p>Property Transactions</p> <p>i. 1429 ID lease Bunowna, Easkey, Co. Sligo</p> <p>ii. 1675 ID Lease Bealtaine, Church Road, Carrigaline, Co. Cork</p> <p>iii. 2071 Lease to WIDA, St. Martins School, Ballytruckle, Waterford</p> <p>iv. IO 61001171 Award Acute Mental Health Unit, Acute Campus, Sligo</p> <p>3.3. Capital Plan</p> <p>3.4 HBS Committee</p>	<p>Proposal of A. O'Connor Seconded by D. Sullivan</p> <p>Directorate approved lease Bunowna, Easkey, Co. Sligo (Ref: 1429) on the Proposal of R. Mannion Seconded A. O'Connor</p> <p>Directorate approved ID Lease Bealtaine, Church Road, Carrigaline, Co. Cork (Ref: 1675) on the Proposal of D. Sullivan Seconded by R. Mannion</p> <p>Directorate approved Lease to WIDA, St. Martins School, Ballytruckle, Waterford (Ref: 2071) on the Proposal of A. O'Connor Seconded by D. Sullivan</p> <p>Directorate approved Tender and Contract Award, Acute Mental Health Unit, Sligo (Ref: 61001171) on the Proposal of D. Sullivan Seconded by A. O'Connor</p> <p>The Directorate discussed issues relating to the funding available for the 2018 Capital Plan noting that engagement with the Department of Health was planned in relation to current constraints. Updates will be provided at future meetings.</p> <p>The Directorate approved the appointment of new members to the Health Business Service Committee as follows:</p> <p>Anne O'Connor (Chair), Chief Operating Officer</p>	<p>Decision No: 18/09 (45) 2018</p> <p>Decision No: 18/09 (46) 2018</p> <p>Decision No: 18/09 (47) 2018</p> <p>Decision No: 18/09 (48) 2018</p> <p>D. Sullivan</p> <p>Decision No: 18/09 (49) 2018</p>	<p>October 2018</p>
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		3.5 eHealth Committee	<p>Jane Carolan, National Director HBS Stephen Mulvany, Chief Financial Officer Rosarii Mannion, National Director HR Martin Curley, Chief Information Officer Joe Ryan, National Director, National Services Stephanie O’Keeffe, National Director Strategic Planning and Transformation Gerry O’ Dwyer, CEO, Hospital Group Tony Canavan, CHO Chief Officer Pat Smyth, Financial Director, TUSLA on the Proposal of R. Mannion Seconded by A. O’Connor</p> <p>The Directorate approved the appointment of new members to the eHealth Committee as follows: Professor Philip Nolan, Chair Mr Trevor O’ Callaghan, CEO, Dublin Midlands Hospital Group; Mr Donal Maguire, Consultant St Vincent’s University Hospital Group; on the Proposal of D. Sullivan Seconded by R. Mannion</p>	Decision No: 18/09 (50) 2018	
4	4.1 4.2	Monitoring of Performance 4.1 Performance and Escalation Report June 2018 4.2 HR Monitoring Report	The Directorate discussed and noted the content of the June performance reports.		
5		Sláintecare Update	D. Sullivan provided an update in relation to engagement with the new Executive Director for Sláintecare and plans for a workshop for HSE Leadership Team to engage with the Department	D. Sullivan	October 2018

6	6.1 6.2	Performance Achievement Proposal Enhanced Performance Achievement Process HSE Senior Managers/Directors paper and Presentation	R. Mannion presented documentation in relation to introducing an enhanced performance achievement process for members of the Directorate and senior managers. Following a discussion it was agreed to refine and enhance the proposed approach for further discussion.	R. Mannion	October 2018
7		Scally Report Implementation	D. McCallion provided an overview of the Scally Report and A. O'Connor outlined the proposed approach to implementation including the establishment of a HSE Implementation Group Co-chaired by A. O'Connor and C. Henry. A detailed discussion followed involving those present. This covered the rigour required in relation to governance, implementation, appointment of project manager as well as the importance of the development of Open Disclosure policy and procedure in light of recent events and new legislation. R. Mannion outlined the proposed approach to HSE internal investigation arising from the findings of the report and the due process requirements. It was agreed that work associated with Cervical Screening and the implementation of the recommendations of the Scally Report will be prioritised.	A. O' Connor / C. Henry	
8		Quality and Patient Safety Workshop	P. Crowley provided an overview of the work undertaken by his team in relation to planning the Directorate Workshop deferred previously.	Secretary	October 2018

			It was agreed that the workshop will be re-scheduled for an early date with members reiterating the importance of the patient safety element of HSEs activities.		
9		Ministerial and other significant correspondence	The Directorate noted the correspondence previously circulated.		
10		Any Other Business	No items were raised		
The meeting concluded at 4:15pm. The next scheduled meeting is on 16 October 2018					

Signed:

 J. Connaghan
 Chairman

Date: