

**Meeting:** National Crisis Management Team Meeting. **Meeting #11, COVID-19.**

DSH, Indigo Room, Dublin 8.

**Date:** Tuesday 25th February 2020: 18:30-20:00.

**Attendance:**

**Member** - Paul Reid, CEO HSE; Anne O'Connor COO (TC)<sup>1</sup>; Dean Sullivan CSPO (TC); Phillip Crowley (for CCO) (TC); Paul Connors ND National Communications (TC) Liam Woods, ND Acute Operations; Sean Bresnan, ND Procurement; David Walsh, ND Community Operations; Annemarie Hoey, ND Human Resources(TC); Fran Thompson, Chief Information Officer; Martin Dunne, Director National Ambulance Service; Stephanie O'Keeffe, ND Strategic Planning and Transformation (TC); John Kelly, Head of Corporate Affairs; Tom McGuinness, AND National Emergency Management.

**Subject Matter Experts** – Dr John Cuddihy, HPSC; Denise Long, National Emergency Management(TC); Ciaran Browne, Acute Operations (TC); Dr David O'Hanlon; Dr Kevin Kelleher, Public Health.

**In Attendance** - Dr Trish Markham, National Emergency Management; Cahir O'Byrne National Emergency Management; Colette Bonner Department of Health (TC); David Keating Department of Health(TC) Amanda Prior National Emergency Management (TC).

**Apologies** - Stephen Mulvany, Colm Henry CCO; Joe Ryan, ND National Services; Prof Colm Bergin.

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<sup>1</sup> TC = joined by Teleconference

**Minutes:**

Topic	Discussion	Action	Owner
1.			
Introduction:	<p>The Chief Executive Officer (CEO) opened the 11<sup>th</sup> meeting of the National Crisis Management Team.</p> <p>The minutes were taken as read and accepted.</p>		
2.			
Actions updates from previous meeting:	The CEO requested an update on actions arising from NCMT meeting on 21st February 2020.	The action list has been updated as necessary to reflect actions remaining open/closed off on running action log.	HSE National Emergency Management
3.			
IMO boards:	The Information Management Boards were briefed to the group.	Actions arising from IMO have been logged on action log.	HSE National Emergency Management

4.			
Public Health:	<p>Public Health has submitted papers to NPHET on</p> <ul style="list-style-type: none"> <li>• Mass Gatherings</li> <li>• Religious services</li> <li>• Containment mitigation</li> <li>• Home testing by Health Professionals</li> <li>• Home isolation while awaiting test results</li> <li>• Impact modelling</li> <li>• Lit review on COVID-19 impact modelling</li> <li>• Scenarios for pandemic spread.</li> </ul>	<p>Following discussion actions have been identified and are listed in action log number 60 and 63.</p>	<p>Liam Woods/David Walsh/Martin Dunne/ Kevin Kelleher/ Denise Long/ John Cuddihy</p>
5.			
NPHET	<p>A full brief on the earlier NPHET meeting was provided by Dr Kevin Kelleher and Tom McGuinness.</p> <p>There was a broad discussion focusing on 4 key points</p> <ol style="list-style-type: none"> <li>1) The widening of the patient definition and the impact this has on the HSE.</li> <li>2) Options for implementing community testing of suspect</li> </ol>	<p>Actions arising list in action log.</p> <ul style="list-style-type: none"> <li>• Work is underway to finalise HPSC papers and map actions to relevant working groups (action #60)</li> <li>• As above</li> </ul>	<p>David Walsh/Kevin Kelleher/ John Cuddihy/Martin Dunne/HCID</p> <p>As above</p>

	<p>cases in order to alleviate pressure on hospitals.</p> <p>3) The lack of information available in ports and airports, in particular Dublin Airport, and the absence of HSE staff in these locations.</p> <p>4) The issuing of updated algorithms including revised patient definition and updating of same on HSE and HPSC websites ASAP.</p> <p>There was also discussion regarding coordination/ alignment of approach between Northern Ireland and the Republic.</p>	<ul style="list-style-type: none"> <li>• The CEO directed that EHOs are to be deployed immediately to Dublin Airport and other ports of entry supported by contract staff (action 64).</li> <li>• The updated algorithms were issued during NCMT meeting and websites updated immediately.</li> </ul> <p>This is difficult as UK has adopted a different approach to Ireland. Acutes are meeting with NI colleagues to see how NIU could be utilised by patients from NI if required.</p>	<p>Kevin Cleary/Ann Marie Part/Paul Connors/Sean Bresnan</p> <p>John Cuddihy; Paul Connors</p>
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6.			
HCID Update:	<p>There was a discussion as to how HCID will map actions in planning documents and checklists as per the planning phases outlined by HPSC documentation.</p> <p>The work will be prioritised and issued to WATS in phases to align with the planning phases outlined by HPSC.</p>	<p>WATs and WAT oversight group can be utilised as implementation pathway for actions identified.</p> <p>Anne O'Connor will nominate a Winter Action Group Liaison to coordinate information flows between WATs, HCID and NCMT as appropriate.</p> <p>Liam Woods, David Walsh and Anne O'Connor to meet to finalise governance arrangement and EM will then update overall governance document.</p>	<p>HCID to link with Winter Oversight Group</p> <p>Anne O'Connor</p> <p>Anne O'Connor, Liam Woods David Walsh, Cahir O'Byrne</p>
7.			
Work streams:	<p><b><u>Communications:</u></b></p> <p>HSE live currently has capacity to handle 500 calls per day, call volume on the 25<sup>th</sup> Feb was 400, up from 200 the previous day.</p> <p>There is an option to scale up by a further 20 staff to handle an</p>	<p>NCMT #11 CEO asked PC to revisit the outsourcing of this IOT we can meet increasing demands for information. CEO asked that we are prepared to cover the two planned phases of containment.</p>	<p>ND Comms Paul Connors CIO Fran Thompson</p> <p>Kevin Kelleher; John Cuddihy (identify additional PH staff who could support call taking for public and clinical enquiries.</p>

	<p>additional 500 calls per day. However, the pinch point will be the capacity of Public Health to handle those calls passed on as they require clinical assessment. One option is to identify Public Health staff in other divisions who can support this.</p> <p>The use of IVR was discussed as well as using social media to signpost members of the public to HSE web site.</p> <p><b><u>Procurement:</u></b> There are further market pressures with some PPE supplies for the HSE, previously produced in Italy, likely to be requisitioned by Italian authorities.</p> <p>The monitoring of pharma market is on-going.</p> <p>Alternative supplier of surgical packs may be available in Northern Ireland.</p> <p><b><u>ACUTE OPERATIONS</u></b> Acute Operations critical care capacity including the NIU</p>	<p>The option to scale up for an [REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>Social media options should also be employed to signpost people to HSE website.</p> <p>Ongoing</p> <p>To be presented next NCMT</p>	<p>ND Procurement, Sean Bresnan</p> <p>ND Acute Operations Liam Woods</p>
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8.			
Department of Health:	DoH briefed on the press release and statement by the Minister of Health in relation to change in patient definition and the advice issued in regard to the international rugby match between Ireland and Italy.		
9.			
Next meetings	<p>The next meeting of the NCMT will be as follows</p> <ul style="list-style-type: none"> <li>• <b>NCMT #12 Friday 28<sup>th</sup> February 8.45am Board Room DSH</b></li> <li>• NCMT #13 Tuesday 3<sup>rd</sup> March 9.30am Indigo Room</li> <li>• NCMT #14 Friday 6<sup>th</sup> March 2.30pm Indigo Room</li> <li>• NCMT #15 Monday 9<sup>th</sup> March 2.30 Indigo Room</li> <li>• NCMT #16 1Friday 13<sup>th</sup> March 12 noon Dargan Building</li> </ul>	<p>[REDACTED]</p> <p>[REDACTED]</p>	HSE National Emergency Management