

Meeting: National Crisis Management Team Meeting. **Meeting #12, COVID-19.**

DSH, Board Room, Dublin 8.

Date: Friday 28th February 2020: 08:45-10:00.

Attendance:

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

Subject Matter Experts –Denise Long, National Emergency Management; Ciaran Browne, Acute Operations; Dr David O'Hanlon; Dr Kevin Kelleher, Public Health; Prof Colm Bergin; Dr Kevin Kelleher, AND Public Health.

In Attendance - Dr Trish Markham, National Emergency Management; Cahir O'Byrne National Emergency Management; Ronan Glynn, Department of Health (TC); Amanda Prior National Emergency Management (TC).

Apologies: - Colm Henry CCO; Joe Ryan, ND National Services; Dr John Cuddihy, HPSC.

¹ TC = joined by Teleconference

Minutes:

Topic	Discussion	Action	Owner
1.			
Introduction:	<p>The Chief Executive Officer (CEO) opened the 12th meeting of the National Crisis Management Team.</p> <p>The minutes were taken as read and accepted.</p> <p>CEO expressed his thanks to all staff for the work to date.</p>		
2.			
Actions updates from previous meeting:	The CEO requested an update on actions arising from NCMT meeting on 25 th 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:	<ul style="list-style-type: none"> • An update was provided on the positive case of COVID19 in Northern Ireland. There is on-going coordination with colleagues in NI. • Initial modelling information was provided based on discussions with PHE. • Work is underway at NPHET in regard to finalising advice for Crowd Events and religious services. 		
5.			
NPHET:	No update required.		
6.			
HCID Update:	A number of checklists have been drafted for consideration by National Leads.		

7.			
Work streams:	<p><u>OFFICE of the COO</u> COO stated that we need to review our ways of working in order to prevent duplication and generate efficiencies.</p> <p><u>Communications:</u> The meeting was updated as to the level of call centre activity which is increasing. Some pricing for different providers was outlined</p> <p><u>Procurement:</u></p> <ul style="list-style-type: none"> • [REDACTED] [REDACTED] [REDACTED] [REDACTED] 	<p>COO to host an operations meeting on 02 MAR 2020. COO to issue invite to required attendees.</p> <p>One provider identified, CEO granted authority to Procurement to secure provider on a launch if and when required.</p> <p>A protocol for temporary / agency staff is being developed by ND HR.</p>	<p>COO, ND Community Ops, Acute Ops, National Services, NAS, Public Health</p> <p>National HR</p>

	<p><u>ACUTE OPERATIONS</u> Acute Operations briefed on situation as regards ICU capacity. Options for creating extra capacity were outlined and will be expanded further at the COO's operations meeting on 02.3.20.</p> <p><u>COMMUNITY OPERATIONS</u> There was a discussion on options for community testing for COVID-19 by the NAS supported by Comm Ops.</p>	Update to be provided at next meeting.	<p>ND Acutes</p> <p>ND Community Ops, Acutes & NAS</p>
8.			
Department of Health:			
9.			
Next meetings	<p>The next meeting of the NCMT will be as follows;</p> <ul style="list-style-type: none"> • NCMT #13 Tuesday 3rd March 9.30am Indigo Room • NCMT #14 Friday 6th March 2.30pm Indigo Room • NCMT #15 Monday 9th March 2.30 Indigo Room • NCMT #16 1Friday 13th March 12 noon Dargan Building. 	<p>Provisional time set for Teleconference call at 18:30 hrs Sunday the 1st March.</p>	HSE National Emergency Management