

**Meeting:** National Crisis Management Team. **Meeting #13, COVID-19.**

**Date:** Meeting, Tuesday 3<sup>rd</sup> March 2020.

**Attendance:**

**Member** - Paul Reid, CEO HSE; Anne O'Connor COO <sup>1</sup>; Dean Sullivan CSPO; Stephen Mulvany (by TC), CFO; Liam Woods ND Acute operations, Paul Connors ND National Communications, Sean Bresnan, ND Procurement; Annemarie Hoey, ND Human Resources; Fran Thompson, Chief Information Officer; Martin Dunne, Director National Ambulance Service; Stephanie O'Keeffe, ND Strategic Planning and Transformation; Sarah McBride (for John Kelly, Head of Corporate Affairs); Tom McGuinness, AND National Emergency Management: Joe Ryan, ND National Services; Siobhán Ni Bhriain (for Colm Henry, CCO), Siobhan McArdle (for David Walsh, Community Operations).

**Subject Matter Experts** – Ciaran Browne, Acute Operations; Dr David Hanlon; Dr Kevin Kelleher, Public Health; Dr Kevin Kelleher, AND Public Health Dr John Cuddihy, HPSC; AnneMarie Part (by TC), AND Environmental Health.

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

**Apologies:** - David Walsh, ND Community Operations; Colm Henry CCO; Prof Colm Bergin.

Topic	Discussion	Action	Owner
1.			
<p><b><u>INTRODUCTION:</u></b></p>	<p>The Chief Executive Officer (CEO) opened the 13<sup>th</sup> meeting of the National Crisis Management Team.</p> <p>The minutes of NCMT 12 were approved.</p> <p>CEO expressed his thanks to all staff for the work to date.</p> <p>The CEO noted that we need to ensure resilience across all teams. In meeting the challenges posed by COVID-19 the HSE needs to prioritise resources across the organisation and ensure that we put staff where they are needed.</p> <p>CEO has agreed with Jim Breslin, Sec Gen DoH, that all meetings with the DoH, not related to COVID-19, are suspended for an initial three-week period.</p> <p>Planning for COVID-19 is the overall priority for the HSE at this time.</p>		
2.			

<b><u>ACTIONS UPDATES FROM PREVIOUS MEETING:</u></b>	The CEO requested an update on actions arising from NCMT meeting on 28 <sup>th</sup> 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.			
<b><u>IMO BOARDS:</u></b>	The Information Management Boards were briefed to the group.	Actions arising from IMO have been logged on action log.	HSE National Emergency Management
4.			
<b><u>PUBLIC HEALTH:</u></b>	<ul style="list-style-type: none"> <li>• An update was provided on the potential change in case definition by WHO.</li> <li>• There is a need for a policy regarding the treatment and/or isolation of passengers and crew where a confirmed case of COVID-19 is identified on board a cruise ship visiting Ireland.</li> <li>• Dr Ronan Glynn asked if there is existing guidance available.</li> <li>• PH are expecting to receive UK model for COVID -19 this week and apply it to Ireland to have a</li> </ul>	<p>HPSC will update at next NCMT once the matter has been clarified with ECDC. For now, the case definition remains unchanged in Ireland.</p> <p>To be raised at NPHET.</p> <p>Dr John Cuddihy said that there is a MOH guidance for Ports and he will send it to NPHET. Dr Glynn will raise it on the agenda.</p> <p>PH</p>	<p>HPSC / PH</p> <p>Tom McGuinness, John Cuddihy</p> <p>John Cuddihy/ Ronan Glynn</p> <p>PH / HPSC</p>

	draft available Tues or Wed 10/11 March.		
5.			
<b><u>NPHE:</u></b>	Meeting due to take place at 15:00hrs Tues 3.3.20		
6.			
<b><u>National HR</u></b>	<p>Working on a system for recording of absences related to COVID-19 to allow the monitoring of staffing at a national level.</p> <p>A further briefing for Unions is to take place today, Tues 3<sup>rd</sup>.</p>	CEO asked that if possible this date would be reported at NCMT twice weekly.	ND HR / CIO

7.			
<p><b><u>OPERATIONS</u></b></p>	<p><b><u>ACUTE OPERATIONS</u></b> The plan to increase capacity in ICU was accepted by CEO and he instructed that phase 1 be implemented. Similarly, the plan to enhance the capacity of the NIU was accepted in full and the CEO instructed that it be implemented.</p> <p><b><u>NAS</u></b> Testing and home isolation packs are in preparation and training underway to support the introduction of community testing by NAS.</p> <p><b><u>COMMUNITY OPERATIONS</u></b> Comm Ops will support the role out of community testing with nursing staff working alongside NAS paramedics in some areas.</p> <p><b><u>NATIONAL SERVICES:</u></b> There is now a requirement to convene 2 x multi agency criticality groups</p> <ul style="list-style-type: none"> <li>• Pharma</li> <li>• Medical Devices</li> </ul>	<p>ND Acute Ops to implement phase 1.</p> <p>ND Acute Ops to implement.</p> <p>To go to NPHEM requesting that DoH activate these groups.</p>	<p>COO. ND Acute ops,</p> <p>COO. ND Acute ops, NAS ND Comm Ops.</p> <p>ND Acute ops, NAS</p> <p>Tom McGuinness / Ronan Glynn</p>

8.			
<p><b><u>COMMUNICATIONS</u></b></p>	<p>The volume of call centre activity continues to increase and is now at 2000 calls.</p> <p>If CHOs can provide a pool of 26 staff to support the call lines this will assist in dealing with increased volumes.</p> <p>████████████████████ ████████████████████ ████████████████████</p> <p>Briefing held for Public Representatives and later for parents and guardians of pupils from school impacted by positive case of COVID-19. Well attended, challenging but worth doing.</p>	<p>Discussion to take place to resolve.</p> <p>To be activated when required, contracts to be finalised this week.</p>	<p>ND Comm Ops ND Communications</p> <p>ND Procurement/ND Comms / CIO</p>
9.			
<p><b><u>PROCUREMENT</u></b></p>	<p>Markets are still volatile, issues sourcing testing kits and hand sanitiser. Need to set up 2 criticality groups (see item 7 above – Ops Natl services).</p>		<p>ND Procurement/ ND Comms/ CIO</p>

10.			
<b>NEXT MEETINGS</b>	<p>The next meeting of the NCMT will be as follows</p> <p><b>NCMT #14 Friday 6<sup>th</sup> March 2.30pm Indigo Room</b></p> <ul style="list-style-type: none"> <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>		HSE National Emergency Management