

Meeting: National Crisis Management Team Meeting. **Meeting #15, COVID-19.**

Date: Tuesday 9th March 2020 @ 16:30pm.

Attendance:

Member - Paul Reid, CEO HSE; Dean Sullivan CSPO; Stephen Mulvaney, 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 John Kelly, Head of Corporate Affairs; Tom McGuinness, AND National Emergency Management: Joe Ryan, ND National Services; Colm Henry, CCO; Siobhan McArdle (for David Walsh, Community Operations); David Hanlon, NCAGL.

Subject Matter Experts –Ciaran Browne, Acute Operations; Dr Kevin Kelleher, AND Public Health; Annemarie Part, 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; Prof Colm Bergin, St James Hospital; Ray Mitchell, Office of CEO.

Apologies: - David Walsh, ND Community Operations.

Topic	Discussion	Action	Owner
1.			
<u>INTRODUCTION:</u>	<p>The Chief Executive Officer (CEO) opened the 15th Meeting of the NCMT.</p> <p>The CEO informed the group future NCMT meetings will take place by Teleconference until further notice.</p> <p>The minutes of NCMT 14 were approved.</p>	National Emergency Management to send call details to all.	HSE National Emergency Management – Amanda Prior/Cahir O’Byrne
2.			
<u>ACTIONS UPDATES FROM PREVIOUS MEETING:</u>	The CEO requested an update on actions arising from NCMT meeting 06/03/2020.	The action list will be updated as necessary to reflect actions remaining open/closed off on running action log.	HSE National Emergency Management – Cahir O’Byrne
3.			
<u>IMO BOARDS:</u>	The Information Management Boards were briefed to the group.	Actions arising from IMO have been logged on action log.	HSE National Emergency Management – Cahir O’Byrne
4.			
<u>Senior Operations Group:</u>	The Senior Operations Group Hub has now been established (Boardroom, DSH).		

5.			
<u>Clinical Update:</u>	A governance group has been established for all clinical input. This group will develop a model of care based on key trigger points. This group is also reviewing the impact of staff contacts and isolation.		
6.			
<u>Public Health</u>	<p>There have been 1500 tests performed to date with 24 confirmed cases in Ireland. 3 of those infected are healthcare workers.</p> <p>There have been three confirmed cases of community transmission within the Republic of Ireland.</p> <p>A document has been developed in relation to reducing footfall at acute facilities.</p>	Document to be discussed by Senior Operations Group and brought to NCMT for sign off.	HSE Senior Operations Group
7.			
<u>PROCUREMENT:</u>	Securing of PPE supplies is still proving challenging.		

8.			
<p><u>HUMAN RESOURCES:</u></p>	<p>Services are currently working on maximising employment.</p> <p>All ND's have been asked to prioritise essential services to allow for urgent redeployment of employees when required.</p> <p>Communications and Occupational Health are working on lines for staff queries.</p> <p>Discussions with Trade Unions and Human Resources are ongoing. A number of issues are with DoH/DPER for resolution and communication to NCMT.</p>	<p>Decision required from EMT regarding types of contracts to be issued to new employees.</p>	<p>HSE Executive Management Team</p>

9.			
<u>COMMUNICATIONS:</u>	<p>The CEO and Dr Sarah Doyle appeared on the Late Late Show. There have been 750,000 hits on the show to date.</p> <p>Radio adverts have commenced with 68 ads playing across 26 stations nationally.</p> <p>COVID-19 information lines nationally are escalating in number of calls.</p>	CEO granted approval for the activation of a call handling company to manage the volume of incoming calls.	
10.			
<u>MASS GATHERING:</u>	<p>A Mass Gathering Document has been developed and is due to be finalised in the coming days.</p> <p>The national St Patrick's Day Parade scheduled for March 17th has been cancelled.</p>		
11.			
<u>COMMUNITY OPERATIONS:</u>	<p>A standard operational procedure for home testing has been finalised. A decision has been made to move to community testing hubs.</p>		

12.			
<u>NATIONAL AMBULANCE SERVICE:</u>	<p>There have been approx. 500 tests carried out in the community to date.</p> <p>NAS have received 1 Nurse and 6 Doctors to assist with COVID-19 phonenumber in NEOC.</p>		
13.			
<u>FINANCE:</u>	<p>Finance document previously circulated by Stephen Mulvaney has been approved.</p> <p>The CEO directed the Senior Ops Team to consider the delegation of financial authority from the centre to the WATS/ACMT's.</p>		
14.			
<u>NEXT MEETINGS</u>	<p>The next meeting of the NCMT will be as follows:</p> <p>NCMT #16 Friday 13th March (Time TBC).</p>		HSE National Emergency Management – Cahir O'Byrne