

Meeting: National Crisis Management Team Meeting, **Meeting #6** nCoV2019

Indigo Room, Dr Steevens' Hospital, Dublin 8.

Date: Friday, 07 February 2020– 09:00 hrs.

Attendance

Member - Paul Reid, CEO HSE; Liam Woods, ND Acute Operations; Colm Henry, CCO, Paul Connors, ND Communications (by teleconference); Sean Bresnan, ND Procurement; David Walsh, ND Community Operations; Dean Sullivan, Chief Strategy and Planning Officer (by teleconference); Lynda Sission, Human Resources; Fran Thompson, Chief Information Officer;; Martin Dunne Director National Ambulance Service; Tom McGuinness, AND National Emergency Management; Joe Ryan, ND National Services (by Teleconference).

Subject Matter Experts - Denise Long, National Emergency Management; Kevin Kelleher, Public Health; Ciaran Browne, Acute Hospital Operations, John Cuddihy, HPSC (by teleconference). Dr Colm Bergin (by teleconference).

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

Apologies: - David O'Hanlon, National Clinical Advisory Group Lead; Stephen Mulvaney, CFO, Anne O'Connor COO.

Minutes:

Topic	Discussion	Action	Owner
1.			
Introduction:	<p>The Chief Executive Officer (CEO) opened the sixth meeting of the National Crisis Management Team.</p> <p>The minutes were taken as read and accepted with no changes.</p>		
2.			
Actions updates from previous meeting:	The CEO requested an update on actions arising from NCMT meeting on 5th 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 and key issues arising from same discussed.	Actions arising from IMO have been logged on running action log.	HSE National Emergency Management.
4.			
HSE HPSC – Update current situation:	UK has extended the area of concern in their case definition to include most of Asia. This also impacts returning HCWs in the UK. Irelands position and case definition has not changed.		Public Health - Kevin Kelleher Human Resources - Lynda Sission
5.			
NPHORT Update:	Public health emphasised continued importance of communications within acute systems in relation to containment of nCoV2019.	Dialog on this area continues within the acute system and issues arising are being progressed.	HSE Public Health – Dr Kevin Kelleher HSE Acute Operations – Liam Woods/Ciaran Browne

6.			
NPHET:	It was decided at NPHET following a positive case in Ireland CMO / DoH will take the lead role in public communications. This was noted by CEO.		Paul Connors - HSE Communications
7.			
HCID Update:	An update of the HCID group was issued by Denise Long – as per Recognised Current Situation.	Update to be provided at next meeting.	HSE National Emergency Management
8.			
Work streams:	<p>Communications: [REDACTED]</p> <p>Procurement: A decision to support DFaT in accessing HSE supply chain for PPE for use by Embassy Staff. HSE will seek cost recovery.</p> <p>Memo to be drafted to describe payment mechanism for other external agencies accessing HSE supply chain.</p> <p>Discussion regarding market pressures regarding ICU ventilators took place. CEO requested this for note and discussion at NCMT 7.</p>	<p>Information Message to all HSE staff to be refined to ensure message reaches all staff. Update to emphasise line management responsibility to conduct briefing of all staff.</p> <p>ND Procurement: see action 7 and 44.</p> <p>See action 41.</p> <p>ICU ventilators reserved @ [REDACTED] each pending decision to proceed with procurement ([REDACTED])</p>	<p>Dr Paul Connors - Communications Lynda Sission – Human Resources All ND's/All Line Managers</p> <p>Sean Bresnan - Procurement</p> <p>Human Resources - Anne Marie Hoey Acute Operations - Liam Woods Public Health - Kevin Kelleher Procurement - Sean Bresnan Community Operations - David Walsh</p>

	<p>HR Occupational Health</p> <p>There was a discussion around contact tracing for HSE staff: the discussion identified information gaps</p> <ol style="list-style-type: none"> 1. Who is responsible for the conduct of this tracing? 2. How many Contact Tracing Packs are required? 3. What is the content of these packs? 4. Where will these packs be stored? 		
9.			
Department of Health	<p>A discussion took place regarding cross border areas of mutual interest in terms of operations.</p> <p>Issues around access to national translation services were discussed. CEO asked that Dr Ronan Glynn DoH, would explore policy around access to these services.</p>	<p>DoH to continue discourse at Strategic level with DoH (NI) -To clarify policy differences dealing with coronavirus. -To identify operational areas of mutual interest (NIU, NAS/NIAS).</p> <p>See action number 45.</p>	<p>Department of Health – Ronan Glynn.</p> <p>Department of Health – Ronan Glynn</p>
10.			
Next meetings	<p>The next meeting of the NCMT will be as follows</p> <ul style="list-style-type: none"> • NCMT 7 Tuesday 11th Feb, 09:00hrs Indigo Room DSH • NCMT # 8 Friday 14th Feb, 11:00 hrs Dargan Building 	<p>T/C details to be disseminated for members unable to attend in person.</p>	<p>HSE National Emergency Management</p>