

**MINUTES OF MEETING OF RCSI HG BOARD HELD ON 15<sup>th</sup> June 2018 AT 8.00 IN THE PRESIDENTS MEETING ROOM, RCSI**

**PRESENT:** Ms. Anne Maher  
Prof Anthony Cunningham  
Mr Colm McGrattan  
Dr Donal de Buitléir  
Mr Douglas Keatinge  
Prof Cathal Kelly  
Mr Enda Connolly  
Prof Helen Roche

**IN ATTENDANCE:** Mr. Ian Carter, Chief Executive  
Ms Sheila McGuinness Chief Operations Officer  
Mr Rory Farrelly Chief Director of Nursing and Midwifery  
Prof Paddy Broe Clinical Director

**APOLOGIES:** Dr Maria Wilson Browne  
Mr Chris Kenny, Chief Financial Controller

<i>Opening Remarks</i>	The Chair noted apologies from Dr Maria Wilson Browne, Mr Chris Kenny.
<i>Declarations of Conflicts of Interest Agenda Item 1</i>	The Chair enquired if any Board member wished to declare any conflict of interest in relation to the Agenda. No declarations declared.
<i>Approval of Minutes 16.03.18 Item 2</i>	Minutes of the 11 <sup>th</sup> May 2018 meeting agreed.
<i>Matters Arising Item 3</i>	None
<i>Chair Update Item 4</i>	<p><b>Opening RCSI - 26 York Street</b></p> <ul style="list-style-type: none"> <li>- AM extended her congratulations to the RCSI regarding the successful opening of their new state-of-the-art facility on 26 York Street.</li> </ul> <p><b>Meeting Stephen Donnelly, TD - Fianna Fail's new Health Spokesperson</b></p> <ul style="list-style-type: none"> <li>- Chair and CEO met with TD, Stephen Donnelly, Health Spokesperson, Fianna Fail and had a useful exchange of views.</li> </ul> <p><b>Group Legislation</b></p> <ul style="list-style-type: none"> <li>- No further progress.</li> <li>- Consultation process established in relationship to Hospital Group / CHO reconfiguration and establishment of geographical regional health constructs combining both Hospital Groups and CHOs.</li> <li>- Review of Voluntary Hospitals in Health service undertaken by Ms Catherine Day. Report anticipated in August.</li> </ul> <p><b>Future Health Summit, Dublin, May 28<sup>th</sup> 2018</b></p> <ul style="list-style-type: none"> <li>- The Chair attended conference.</li> </ul> <p><b>Meeting Dean Sullivan, Deputy Director General - Strategy</b></p> <ul style="list-style-type: none"> <li>- Meeting with Dean Sullivan, Deputy Director General - Strategy convened for 28.06.18</li> </ul>

	<p><b>CEO Beaumont</b></p> <ul style="list-style-type: none"> <li>- positions of CEO RCSI Hospital Group / CEO of Beaumont Hospital held simultaneously. Correspondence issued by Beaumont Board Chair to Chair of RCSI HG seeking further extension of current arrangement. RCSI HG Chair recommended agreement on extension. Following discussion, the Board confirmed their agreement.</li> </ul>																
<p><i>CEO Report Item 5</i></p>	<p><b>CEO's Report Tabled and Key Points Included:</b></p> <p><b>Macro Activity cumulative trends</b></p> <table border="0"> <tr> <td>ED attendances (new)</td> <td>- 5.3 % increase</td> <td>April YTD</td> <td>(n = 2,992)</td> </tr> <tr> <td>Emergency Admissions</td> <td>- 1.6% decrease</td> <td>April YTD</td> <td>(n = 391)</td> </tr> <tr> <td>Elective Admissions</td> <td>- 1.9% increase</td> <td>April YTD</td> <td>(n = 65)</td> </tr> <tr> <td>Day Care attendances</td> <td>- 1.6% increase</td> <td>April YTD</td> <td>(n= 703)</td> </tr> </table> <p>Increase in elective admission noted.</p> <p><b>Finance</b></p> <ul style="list-style-type: none"> <li>- As previously identified, Hospital Group was notified of the 'Determined Projection (DP)' of expenditure for 2018 (<b>LW/IC 22.03.18</b>), gross maximum expenditure (less VIP target) of €892.1m. Projected expenditure deficit 2018 v target (April) is €2.42m (0.3%):</li> <li>- Development Funding whilst verbally agreed, formal confirmation yet to be identified</li> <li>- Following meeting (<b>08.05.18</b>), HSE / NTPF insourcing agreement verbally agreed, formal confirmation anticipated shortly</li> </ul> <p><b>Winter Planning (November - April)</b></p> <ul style="list-style-type: none"> <li>- average daily ED (waiting for admission) count of <b>22</b> demonstrated for April 2018 (Winter Plan Target 47 exceeded). In terms of HSE planning, winter closed in April.</li> </ul> <p><b>National Screening Service:</b></p> <p><b>Cervical Screening Programme</b></p> <ul style="list-style-type: none"> <li>- IC provided an update in relation to National Cervical Screening Audit. Initially 209 patients reported. Call-backs on sites ongoing.</li> </ul> <p><b>Bowel Screening Programme</b></p> <ul style="list-style-type: none"> <li>- meeting with Bowel screening arranged</li> </ul> <p><b>Trauma Network</b></p> <p>Joint correspondence issued to the Minister, 14<sup>th</sup> June 18 regarding the development of Level 1 &amp; Level 2 Trauma Services. As such, collaborative approach with Ireland East Group. Meeting being sought with Minister regarding same.</p> <p>Discussion regarding</p> <ul style="list-style-type: none"> <li>- the importance of engagement with National Ambulance Service when planning any trauma network development.       <ul style="list-style-type: none"> <li>- Noted, ambulance service provided by two sources - National Ambulance Service and Dublin Fire Brigade.</li> </ul> </li> </ul> <p>Discussion regarding</p> <ul style="list-style-type: none"> <li>- other tertiary referral services and how they would link / integrate with trauma network specifically Burns / Maxillofacial surgery.</li> </ul>	ED attendances (new)	- 5.3 % increase	April YTD	(n = 2,992)	Emergency Admissions	- 1.6% decrease	April YTD	(n = 391)	Elective Admissions	- 1.9% increase	April YTD	(n = 65)	Day Care attendances	- 1.6% increase	April YTD	(n= 703)
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<p><i>Key Performance Metrics</i> <i>Item 6</i></p>	<p>Key Performance Metrics - April 2018 tabled and key points included:</p> <p>Discussion regarding</p> <ul style="list-style-type: none"> <li>- number of targets having low threshold, therefore achievement of target not always reflective of optimal performance.</li> </ul> <p>Discussion regarding</p> <ul style="list-style-type: none"> <li>- Connolly performance and the opportunities for shared learning from sites demonstrating higher performance in relationship to ED / elective access. <ul style="list-style-type: none"> <li>- IC noted operational manager being placed in Connolly to support and drive improved performance.</li> </ul> </li> </ul>
<p><i>Finance Report</i> <i>Agenda Item 7</i></p>	<p><b>The Finance Report for April 2018 was tabled</b></p>
<p><i>Issues to be raised with Politicians</i> <i>Item 8</i></p>	<p><b>Issues to be raised with Politicians</b></p> <p>The Chair and CEO have met with a number of political representatives.</p> <p>Further meetings to be convened in 2018 with</p> <ul style="list-style-type: none"> <li>- An Taoiseach, Leo Varadkar</li> <li>- Sinn Fein - TD, Mary Lou McDonald, Louise O'Reilly</li> <li>- Independent - TD, Finan McGrath</li> </ul>
<p><i>Appointment of Board Sub Committees</i> <i>Item 9</i></p>	<p><b>Board Sub Committee:</b></p> <p><b>Finance Committee</b></p> <ul style="list-style-type: none"> <li>- next meeting scheduled for September.</li> </ul> <p><b>Quality and Safety Committee</b></p> <ul style="list-style-type: none"> <li>- meeting yet to be convened. Meeting proposed for the 25<sup>th</sup> June 18. Teleconference facilities requested.</li> </ul>
<p><i>Any other business</i> <i>Item 10</i></p>	<p><b>September 2018 HG Board Strategy Day</b></p> <ul style="list-style-type: none"> <li>- Board members to revert to Chair with suggested agenda items</li> </ul> <p><b>Open Disclosure</b></p> <ul style="list-style-type: none"> <li>- Discussed regarding the HSE directions</li> </ul>
<p><i>Date of next meeting</i></p>	<p>It was agreed that the next meeting would take place on Friday, 13<sup>th</sup> July 2018 at 8am.</p>

Signed: \_\_\_\_\_

Date: \_\_\_\_\_