



THE ROYAL HOSPITAL DONNYBROOK

BOARD OF MANAGEMENT

Minutes of meeting held on Thursday 30th July 2020 at 8 am via Video Conference

Present:	Brendan Pigott (Chairman), Caroline O'Shea (Vice-Chair), Conor O'Connor (Hon Treasurer/Hon Secretary), Dorothy MacCann, Ruth Deasy, Oisin Quinn, Alan Gough, David Robinson, David Gunning, Tom Hayes
In attendance:	Conor Leonard, Colm Moloney, Dr. Lisa Cogan, Evonne Healy, Oonagh Ryan,
Apologies:	Michele McCormack, Cllr. Paddy McCartan, Sonia Gyles, Cllr. Dermot Lacey
Conflict of Interest	None declared
/Loyalty:	

Minutes & Matters Arising from meeting of 25th June 2020

The minutes were approved and signed by the Chairman.

There were no other matters arising.

Reports

Interim CEO Report

Covid 19 – Mass testing of all staff over a four week period has been completed. There was one member who tested positive which led to all patients and residents been retested which all have come back negative.

Following consultation with Public health and the Infectious Disease lead in SVUH, RHD have been able to separate the hospital into two 'halves'. This will facilitate the hospital restoring rehabilitation services as there will not be a requirement for admissions to be in a single room for two weeks.

The CEO acknowledged the Friends agreement to fund a coordinator position to enable the ongoing visiting for patients.

HIQA Re-registration – RHD's current registration with HIQA expires on the 29th September 2020. HIQA continue to raise issues in respect of our change of registration category focusing on the necessity of our application to be a 'new application' rather than a 'renewal'.

There have been numerous correspondences between RHD and HIQA in relation to the above and also to the timelines given of 5 working days to remedy concerns from the last site visit.

The hospital is currently awaiting HIQA's Notice of Decision in respect of letter submitted on the 28th July 2020 by RHD – same to be circulated to full board.

RHD will then have 28 days to respond – board will be kept apprised of progress.

RHD are in process of getting costings from communications companies to be able to manage any outcomes.

Meeting to be held with HSE Estates next week in relation to plans to reduce multi-occupancy rooms to four by end of 2021 There is ongoing engagement with the HSE CH06 (i) in relation to this matter, (ii) funding once four beds become maximum numbers (end 2021) and (iii) on National guidance re

minimum spaces between beds (1 or 2 meters) which will have an impact on capacity across the hospital.

GP's – the agreement to lease Gardener's cottage has been signed and building works have commenced

ICT – tender has been awarded and works commence next week

Matters for Decision

Approval of Financial Statements for year ended 31.12.2019 – The Audit Committee recommend approval of the accounts. However, in light of ongoing issues with HIQA, it was agreed that PWC would be notified and they may seek further clarification. If any changes are required the Board will be notified.

The approval of the Financial Statements was proposed by B Pigott seconded by A Gough and unanimously approved by the Board

HSE Fire Grant- Approval in principle to enter into a lien with the HSE – on July 7th 2020 RHD received notification of an immediate grant of €1.6M for fire safety works to be completed by year end.

Matters for Information

Management Accounts – in the month of June the HSE increased the funding allocation for superannuation. RHD continues to engage with the HSE in relation to the pay scale adjustment for HCA awarded by the Labour Court and back dated to 1st September 2019.

Current projections are for a break even position at year end subject to assumptions made.

The SMT left the meeting at this point

Emerging Issues & Any Other Business

The Chairman informed the Board that Colm Moloney will be retiring at the end of September 2020 and a recruitment process has commenced.

Following interviews Conor Leonard has been offered the position of CEO.

Next Meetings:

AGM 3rd September 5.30pm

Board 24th September 2020

Close of Meeting

There being no further business, the meeting then closed.

Action List

Item	Action Date	Person Responsible	Progress
Increasing Admissions	Ongoing	CEO /HMT	
Engagement with HIQA	Ongoing	Chairman/CEO	

Circulate RHD letter to HIQA dated 28.07.2020 to full board	Immediate	CEO/O Ryan	
Costings for Communication Company	Immediate	CEO	
PWC to be notified re HIQA correspondence	Immediate	Financial Controller	
HSE negotiation re lien	September Board Meeting	CEO	

Brendan Pigott
Chairman, Board of Management
29th October 2020