

**Minutes of the 27th Meeting of the Public Health Agency board held at
1:30pm Thursday 24 March 2011, in Conference Room A,
NICVA, 61 Duncairn Gardens, Belfast, BT15 2GB**

PRESENT:

- Ms M McMahon - Chair
- Dr E Rooney - Chief Executive
- Mr E McClean - Director of Operations
- Dr C Harper - Director of Public Health/Medical Director
- Mrs M Hinds - Director of Nursing & Allied Health Professionals
- Mrs J Erskine - Non-Executive Director
- Mrs M Karp - Non-Executive Director
- Cllr C Mullaghan - Non-Executive Director
- Cllr S Nicholl - Non-Executive Director
- Mr T Mahaffy - Non-Executive Director
- Mr R Orr - Non-Executive Director
- Dr J Harbison - Non-Executive Director

IN ATTENDANCE:

- Mr P Cummings - Director of Finance, HSCB
- Mrs F McAndrew - Director of Social Care & Children, HSCB
- Dr J Bailie - HSC R&D Division
- Mrs H Reid - Service Development & Screening Division
- Ms J Jackson - Chief Executive's Office/Committee Manager
- Mrs H Quigley - Secretariat

APOLOGIES:

- Mrs M Hully - Chief Executive, Patient & Client Council

27/11

Chair's Business

The Chair welcomed members to the meeting and asked if anyone had any interests to declare before with regards to matters on the agenda. None were declared.

The Chair asked members to confirm their availability for the board review day which is planned for the day of the June board meeting, 16 June 2011. The review day will take place first and the starting time of the board meeting be put back. All members agreed to this proposal.

Action

Ms McMahon also advised that the June board workshop will proceed as planned on 8 June 2011; the topic(s) for the day will be selected from board members' previous suggestions.

Ms McMahon then detailed several appointments she had attended as follows:

Ms Jackson

08.03.11 Meeting with Lily Kerr and Brendan Johnston, NISCC.

24.03.11 Launch of "Improving the Outcomes for Looked After Children" - a joint initiative between Local Government and South Eastern Trust.

28/11 Chief Executive's Business

The Chief Executive updated members on a number of appointments he had attended since the last PHA board Meeting (17.02.11). These were as follows:

04.03.11 Visit to Mitchell House. Dr Rooney was accompanied by Mrs Mary Hinds and informed members that this had been a particularly enjoyable visit; he urged board members to visit the centre if the opportunity presented.

09.03.11 Groundwork NI - this is a project in North Belfast aimed at bringing communities together and Dr Rooney advised this had been a very worthwhile visit.

14.03.11 Health & Sport Meeting at Sport NI Offices - this meeting was to discuss the role of Sport in supporting marginalized young people specifically focused around Belfast. A further meeting will be arranged in the near future.

29/11 Minutes of the PHA board Meeting held on 17 February 2011

Members agreed the minutes of the meeting of 17 February 2011 as an accurate record and the minutes were duly signed by the Chair.

30/11 Matters Arising

Chair's Business

The Chair had proposed topics for workshops from March to June 2011 which members had agreed. Ms McMahon notified members that the schedule would be circulated the following day.

Ms Jackson emailed the information on 18 February 2011.

Chief Executive's Business

Dr Rooney informed members of his attendance at the official opening of the Bamford Centre for Mental Health & Wellbeing at the University of Ulster. Members had agreed that a presentation from those involved may be a topic for a future board workshop.

It was agreed that this would be discussed as a possible topic for a workshop at the June Review Day.

Media Update

Following the January 2011 board meeting, board members had requested that information be provided periodically to the board on numbers of Freedom of Information requests and Assembly Questions received by the Agency.

Mr McClean confirmed that he will provide detail to PHA board meetings on a 6 monthly basis.

Finance Report

Following presentation of the Finance report, Mr Cummings had informed members that the McKinsey Report had been published. It was agreed that the link to the document would be forwarded to board members for consideration.

Ms Jackson confirmed that the link had been circulated.

Statutory Supervision of Midwives NMC Review of the LSA 2011

Mrs Hinds confirmed that the NMC team had visited N. Ireland on 23 March 2011 and that the review had gone well. Board members will be notified of the outcome in due course.

ECCH - Remote Telemonitoring NI (RTNI) Business Case

Board members had approved this business case at the February board meeting subject to confirmation of an independent evaluation being carried out which focuses on the experience of the user.

Mrs Hinds confirmed that talks are ongoing with the Department to secure the funding for a full evaluation.

Health Protection Service Directorate Update February 2011

Following discussion at the February board meeting on the PHA's responsibility for the purchase of seasonal influenza vaccine 2011/2012 season, Dr Harper agreed to present a paper to the March meeting outlining the procurement process.

Dr Harper advised that influenza vaccines are manufactured each year to protect against strains of the virus recommended by the World Health Organisation. The process takes several months and cannot be shortened, and as any surplus vaccine cannot be carried forward from one year to the next, manufacturers only produce enough to meet the orders placed.

Based on uptake figures last year it is estimated that 440,000 vaccines will be required for 2011-2012. DHSSPSNI funding will probably purchase around 400,000 doses; in view of this Dr Harper asked the board to approve an additional 40,000 vaccine doses for the forthcoming flu season.

The board approved the proposal.

Sub-Committee on Older People's Health

Mr Orr confirmed that a meeting had taken place on 25 February 2011 to agree whether PHA had a role in taking this issue forward. He summarised the key points discussed and advised board members that there was agreement for the issue to be progressed further.

Mrs McAndrew welcomed the discussion and suggested that this was an area that should be taken forward jointly by PHA and HSCB.

The next meeting is due to take place on 29 March 2011 in Ormeau Avenue.

31/11 Finance Report (PHA 01/03/11)

Mr Cummings briefed members on the PHA budgeted and actual expenditure position at 31 January 2011. He advised that based on projected programme expenditure to 31 March 2011, the PHA have an overall underspend of £626k.

Dr Rooney stressed the need for sound financial monitoring and reporting systems to be put in place in order to achieve a balanced budget the next financial year. Dr Harper advised that

her team have been working with Finance to improve systems and agreed to report progress to the board on a regular basis.

Dr Harper

Mr Cummings also advised that the Appleby Report has been published. It was agreed that the link to the document should be forwarded to board members.

Ms Jackson

32/11 Organ Donation Update

Mrs Heather Reid was invited to the meeting to give an update on key issues and current trends in organ donation. She commenced by showing a short film and then proceeded to give facts and figures on donation from across the UK. Some of these were:

- 300 people in NI are currently on the waiting list for an organ donation;
- You are more likely to need a transplant than become a donor;
- Repeated surveys show that the majority of the population support organ donation; and
- All ages can donate and receive.

Mrs Reid advised members that the NI Organ Donation Implementation group, chaired by Dr Rooney, has representation from across all Trusts, Voluntary Organisations, NHSBT, HSCB and DHSSPS. Their remit is to maintain an implementation plan, raise awareness and to oversee operational issues.

Board members thanked Mrs Reid for a very informative and moving presentation.

33/11 PHA Local Government Committee

Ms McMahan gave a verbal update on the meeting held on 10 March 2011. Rather than establishing a new committee, members had agreed instead to dedicate one of the workshops in 2011-2012 specifically to Local Government. Following the workshop, feedback will be obtained from board members as to whether they believe it was sufficient.

Members agreed the proposal.

34/11 HCAI Monthly Report (PHA 02/03/11)

Dr Harper reported to members on HCA1 report - February 2011. She drew attention to the charts on pages 1&2 - MRSA & CDI - and indicated that the trajectory figures are still on track to meet targets.

Further to discussion at the February board meeting, Dr Harper also shared a paper on NISRA Clostridium difficile Mortality Data from 2008-2011. She asked members to note that the 2010-2011 year figure was not complete and only covers to 28 February 2011 and that the deaths data has not been matched to the episodes reported to the PHA.

Members noted the information and thanked Dr Harper for presenting the data.

35/11 HSC R&D Division Update (PHA 03/03/11)

Dr Janice Bailie provided a scheduled update for the PHA board on progress against the PHA corporate objectives and the R&D business plan for the period December 2010 - March 2011.

Members noted the update.

36/11 Date, Time and Venue of next meeting

Date: 21 April 2011
Time: 1:30pm
Venue: Board Room
Public Health Agency
Tower Hill
Armagh
BT61 9DR

Signed by Chair: _____

Date: _____