



Minutes of the meeting of the Nursing and Midwifery Board of Ireland (NMBI) held in 18/20 Carysfort Avenue, Blackrock, Co Dublin, on Monday, 18 April 2016 starting at 10am.

Members Present:

Ms E Cassidy, President	Mr M Blake-Knox (items 12-14)
Mr J Murray, Vice-President	Mr D Murphy (to item 14)
Dr E Breatnach (to item 14)	Dr C Finn
Dr D Lawler (items 8-14)	Ms K Canning (items 12-14)
Mr N Giblin	Ms S Cleary (to item 14)
Mr K McGrane (to item 14)	Mr L Minihan
Dr L Kavanagh McBride	Ms L Clarke-Bishop
Ms B Liston (to item 14)	Ms D Johnston
Dr R McElvaney (to item 14)	Dr K O'Carroll

Apologies were received from Mr D Manning, Ms M Monahan and Ms M Barrett.

In attendance:

Ms U Byrne, Interim CEO
Ms M Griffin, CEO (item 13)
Mr M Balfe, Interim Director of Corporate Services
Ms J Foley, Acting Chief Education Officer (items 9-13)
Mr E Evans, Beauchamps Solicitors (item 14)
Ms O Coady, Minute taker

Items 1-8 were considered in private

The Interim CEO, Mr Balfe and Ms Foley joined the meeting.

The Interim CEO raised a procedural issue; in the future when a Board member absents himself/herself from the meeting for a particular agenda item the member must state whether this is due to a conflicting interest or another reason (which need not be specified). This must be recorded in the minutes.

Item 9 – Registration Department update

The Interim CEO updated the Board on the work of the Registration Department.

9.1 **Staffing**

Expressions of interest (EOI) were sought for the position of Director of Registry through the HSE and the Association of Chief Executives of State Agencies (ACESCA). One EOI had been received so far. Interviews will take place on Monday, 25 April 2016. Mr Philip Brady, Head of Registration in the Medical Council, will sit on the interview panel with the Interim CEO.

Interviews for the position of Registration Project Officer (grade 7) will take place on 28-29 April 2016.

Interviews for the permanent grade 3s and grade 4s will take place during the first week of May 2016.

The two Education Officers, who work on a sessional basis assessing overseas applications for registration, will increase their working hours in order to process more applications.

The President and the Interim CEO met with Mr Brady and Mr Bill Prasifka, CEO of the Medical Council, last week to discuss ways in which the Medical Council could assist NMBI in relation to the procedures for the management of applicants, especially from other EU Member States. Mr Brady and the Interim CEO will follow up on this matter.

9.2 European Professional Card (EPC)

The EPC has been available for general nurses since 18 January 2016. So far the numbers using the system have been quite low and all have been dealt with within an appropriate timeframe.

9.3 Registration Department report

The Interim CEO said that the terminology used in the report would be changed to more accurately reflect the status of applications. For example, 74% of delays in processing overseas applications are caused by applicants failing to submit all necessary documentation rather than by delays in processing. This is not correctly reflected in the report.

9.4 Nursing Homes Ireland (NHI)

The Interim CEO and the President will meet with Mr Tadhg Daly, CEO of NHI and Mr Paul Rochford, on Tuesday, 19 April 2016.

The Interim CEO will meet with the recruitment officer from NHI on Tuesday, 19 April 2016 to discuss correspondence which will be sent to all registrants on the Inactive File. This correspondence will include a flyer from NHI asking the registrants to consider returning to practice in nursing home sector. All costs associated with this correspondence will be borne by NHI.

The Interim CEO will also meet with Mr Daly and members of the HSE and Department of Health on Monday, 25 April 2016.

Item 10 – Insurance cover for Board members

10.1 The Board considered three NMBI indemnity/insurance documents and legal advice from Mr E Evans, Beauchamps Solicitors which had previously been circulated to members.

The legal advice had been sought from Mr Evans following a query from Board members in respect of potential liability a Board member could face as a result of a decision of the Board or an action taken by the Board member in performing a function of the Nurses and Midwives Act 2011. Mr Evans advised that section 12 of the Nurses and Midwives Act 2011 provided sufficient cover for Board members and NMBI did not need to expand its insurance cover to include Directors and Officers Insurance.

Item 11 – Procurement policies

- 11.1 The Board considered the following three documents which had previously been circulated to members:
1. Contract Monitoring and Review Policy
 2. Corporate Procurement Policy
 3. Summary Guide to Procurement in NMBI

Decision On the proposal of Dr Breatnach, seconded by Mr Giblin the Board unanimously agreed to approve the three documents.

Item 12 – Motion proposed by Dr Finn and Mr McGrane

- 12.1 The Board considered a motion proposed by Dr Finn, seconded by Mr McGrane that the Board approve the funding of a mutually agreeable secondment arrangement for the President of NMBI, the arrangement to be reviewed at the end of the President's current tenure.

The President advised the Board that legal advice had been sought in relation to the motion but as this advice had not yet been received the Board agreed to postpone further consideration of the matter until the Board meeting on 24-25 May 2015.

Ms Cleary left the meeting during Board consideration of this matter.

Ms Canning and Mr Blake-Knox joined the meeting during Board consideration of this matter.

Mr Murphy left the meeting following Board consideration of this matter.

Item 13 – Introduction of the new CEO

- 13.1 Ms Mary Griffin, the newly appointed CEO of NMBI, joined the meeting.

The President introduced Ms Griffin to the Board.

Board members introduced themselves and welcomed Ms Griffin to NMBI.

Ms Griffin said that she was looking forward to taking up the position as soon as possible and underlined her commitment to helping the organisation move forward in an open and transparent manner with the support of the Board.

Ms Griffin left the meeting to informally meet the staff of NMBI.

Ms Foley, Ms Liston, Dr Breatnach, Mr McGrane and Dr McElvaney left the meeting.

Item 14 – Fitness to practise matters

The Board considered two reports of the Fitness to Practise Committee under the Nurses and Midwives Act 2011.

There being no further matters for consideration the meeting concluded at 16.35hrs.

Signed: _____

Essene Cassidy
President

Date: _____