



Minutes of the meeting of the Nursing and Midwifery Board of Ireland (NMBI) held in 18/20 Carysfort Avenue, Blackrock, Co Dublin, on Friday, 1 December 2017 starting at 10.00hrs.

Members Present:

Ms E Cassidy, President	Mr M Blake-Knox
Mr J Murray, Vice President	Mr P Dolan
Dr R McElvaney	Ms T King
Mr D Manning	Ms B Liston
Mr K McGrane	Ms K Canning
Dr L Kavanagh McBride	Ms M Monahan
Dr D Lawler	Mr M Higgins
Ms S Cleary	Prof E Breatnach
Ms M Barrett	Ms B Liston
Mr L Minihan	

In attendance:

Ms M Griffin, CEO
Ms U Byrne, Director of Regulation
Ms E Horan, Finance Manager
Ms L Crimin, Director of Registration
Ms A de Burca, Communications Manager
Mr E Evans, Beauchamps Solicitors
Ms V O'Rourke, Fitness to Practise Department
Ms O Coady, Board Secretary

Item 1 – Apologies and conflicts of interest

- 1.1 Apologies were received from Ms L Clarke-Bishop, Mr D Murphy and Dr K O'Carroll.
- 1.2 The President reminded Board members of the provisions of the conflict of interest policy. The President then asked Board members to review the agenda to identify any conflicts of interest.

The President welcomed Ms L Crimin, Director of Registration, and Ms A de Burca, Communications Manager, to NMBI. Ms Crimin and Ms de Burca had joined NMBI on 27 November and were attending the meeting as observers.

Items 2-3 were deferred to the January meeting.

Items 4-8 were considered after item 9.

Item 10 – Any other business

10.1 Amendment to approved minutes 26-27 September 2017

The President drew the Board's attention to an extract from item 11.1 of the approved minutes of 26-27 September 2017 which referred to fraudulent cheques modelled on cheques from An Bord Altranais. The President advised the Board that the minute recorded that the An Bord Altranais bank account recorded on the cheques had been closed when this came to light, however, the bank account had not been closed until March 2017.

Decision The Board agreed that the approved minute should be amended to record that the bank account had not been closed until March 2017.

Ms Cleary joined the meeting.

Items 10.2-10.4 were considered after item 7.

Fitness to practise matters

4.1 The Board considered a report of the Fitness to Practise Committee under the Nurses and Midwives Act 2011.

4.2 Continuation of members on FTPC pursuant to Section 24(13) of the Nurses and Midwives Act 2011

The Board considered a briefing document which had previously been circulated to members.

Decision The Board agreed that, pursuant to Section 24(13)(a) the following non-Board members of the Fitness to Practise Committee would continue in office until the inquiries that they had commenced had concluded:

- Mary Higgins
- Shane McCarthy
- Una Marren
- Stephen Kealy
- Mark Kane

4.3 Preliminary Proceedings Committee end of year update

Ms Cleary, chair of the PPC, updated the Board on the work of the PPC in 2017. The Board also noted the end of year KPI report for the committee which had previously been circulated to members.

Action A section in the KPI report to be created to record the number of open complaints, where the registrant's response to the complaint had not yet been received, the number of prima facie decisions and the number of no prima facie decisions.

Action Use 'median' rather than 'average' in KPI report and add a narrative box to the report to give context to the numbers.

The Board thanked Ms Cleary for her work as chair of the PPC.

The meeting broke at 11.00hrs for 30 minutes to allow Board members to have coffee with NMBI staff members.

Item 5 – Election of President

5.1 Ms Cassidy, the sole candidate for the post of President, was duly elected for a period of four years from 6 December 2017. The CEO, in her role as Presiding Officer, congratulated Ms Cassidy on her re-election.

Item 6 – Election of Vice President

6.1 The Vice Presidential candidates, Dr Kavanagh McBride, Dr Lawler and Ms Liston, each gave a short presentation to the Board.

All Board members present cast their vote by secret ballot. Ms Coady, Ms O'Rourke and the CEO counted the votes. Following the count, the CEO, in her role as Presiding Officer, advised the Board that Dr Kavanagh McBride had been duly elected for a period of three years from 6 December 2017.

Dr Kavanagh McBride thanked outgoing Vice President, Mr Murray, whose term would end on 5 December 2017.

Item 7 – Professional competence scheme

7.1 Professional competence scheme for public consultation

The Board discussed the public consultation process for the professional competence scheme.

Action A proposal on the public consultation process for the professional competence

scheme to be brought to the Board at its meeting on 23-24 January 2018.

7.2 Draft steering group revised proposal

A revised proposal document was circulated to members.

The Board discussed the composition of the steering group and the suggested membership as outlined in the document.

Mr Blake-Knox returned to the meeting.

Decision The Board approved the following appointments:

- Two members of the Board – Ms Clarke-Bishop and Ms Canning.
- A union representative - Ms Elizabeth Adams (INMO).
- A representative from the HSE - Ms Mary Wynne, Interim Director, Nursing and Midwifery Services.
- Dr Pauline Joyce, Director of Academic Affairs, Institute of Leadership, RCSI.

Clarification regarding the selection criteria for each of the following to be presented to the Board for approval:

- A representative from the Irish Association of Directors of Nursing and Midwifery (IADNAM)
- A representative from Mental Health Nurse Managers Ireland (MHNMI).
- A midwifery representative.

The names of the IADNAM, MHNMI and midwifery representatives to be brought to the Board for approval once determined.

Item 10 – Any other business

10.2 Extension of legal services contracts

At its meeting on 26-27 September 2017, the Board approved the extension of the legal services contracts of McDowell Purcell Solicitors and Mason, Hayes and Curran Solicitors until 31 December 2017. The Board was now requested to approve a further extension until the end of February 2018.

Decision The Board approved the extension of the legal services contracts until the end of February 2018.

10.3 Training and induction for Board members

The Board was advised that training and induction for Board members would take place on 12-13 December 2017. All members were invited to attend.

The meeting broke for lunch at 12.40hrs.

The meeting resumed at 13.35hrs.

Item 8 – Board reflection session with Lisa Manselli

Ms Manselli joined the meeting and gave a presentation to the Board detailing the progress of the reform agenda in 2017 and outlining the challenges for the years ahead.

Following this presentation, NMBI staff left the meeting while the Board Ms Manselli facilitated a discussion on the output from the Board self-evaluation questionnaire.

On conclusion of this discussion, the CEO, Ms E Horan, Finance Department, Ms O’Rourke and Ms Coady returned to the meeting.

Item 9 – Finance

9.1 Ms Horan presented the statement of income and expenditure for January to October 2017 and the estimated statement of income and expenditure for January to December 2017 to the Board. Copies of these statements were circulated to the Board.

Ms Horan left the meeting.

Presentation to outgoing Board members

On behalf of the Board, the President thanked the following Board members whose tenure would end on 5 December 2017, and presented them with certificates of appreciation to commemorate their term of office:

- Ms Mary Barrett
- Prof Eamann Breatnach
- Ms Sinead Cleary
- Mr Noel Giblin
- Ms Michele Monahan
- Mr John Murray

The Vice President and Prof Breatnach received plaques to commemorate 10



years' service to the Board.

The Vice President and Prof Breatnach thanked the President and their fellow Board members and wished them well in their future endeavours.

There being no other matters for consideration, the meeting concluded at 16.44hrs.

Signed: _____

Essene Cassidy
President

Date: _____