

PHECC Council Meeting Minutes
15 July 2021
Via Videoconference



Present:

Jacqueline Burke (Chairperson)

Videoconference:

Jason van der Velde (Vice-Chair)

Conor Deasy

David Menzies

Dennis Keeley

Don Brennan

Fiona McDaid

Hillery Collins

Jimmy Jordan

Martin O'Reilly

Niamh Collins

Patrick Fleming

Tomás Barry

Apologies

Aidan O'Brien

Tess O'Donovan

William Merriman

In attendance:

Richard Lodge, PHECC Director

Con Foley, Council Secretary (VC)

Brendan Cawley, PHECC Manager

Pauline Dempsey, PHECC Manager (VC)

Ricky Ellis, PHECC Manager

Ray Carney, PHECC Manager

Karen O'Neill, Council Administrator

A closed session took place at the beginning of the meeting, during which the Director informed Council of the upcoming retirement of the Deputy Director and Registrar.

The Chair officially opened the meeting by welcoming all attendees and noting apologies received. A sincere welcome was extended to newly appointed Council member, Martin O'Reilly.

1.0. Declarations of Interest

No Declarations of a Conflict-of-Interest had been received for any Agenda item.

2.0. Chairs Business

2.1. Correspondence

Correspondence received by the Chair from a PHECC Registrant in relation to his role as a COVID-19 Vaccinator has been replied to by the Director clarifying that the matter does not come under PHECC's remit.

Further correspondence from Dr Mick Molloy, Emergency Medicine Consultant in Wexford General Hospital, surrounding difficulties in securing ambulance transfers for patients with acute psychiatric illness/acute behavioural emergencies, was noted. A reply has been issued by the Chair of MAC acknowledging the importance of the issue and suggesting the matter be referred to the HSE/EMP and the NAS due to its operational nature. Following discussion, Fiona McDaid offered to provide the Director with the contact details for those individuals who have oversight of related Clinical Programmes.

2.2. Committee Membership*

Committee Terms of Reference [TOR] continue to progress, with Quality & Safety's draft proposal for consideration under Agenda item 6.1. All outstanding draft TORs are expected to be reviewed and approved at the September Council meeting to allow commencement of committee meetings.

3.0. Minutes & Matters Arising

3.1. Draft Minutes 17 June 2021*

The draft minutes of the previous meeting were reviewed, and Council passed the following resolution.

Resolution: That Council approves the minutes of the Council meeting of 17 June 2021.

Proposed: David Menzies

Seconded: Patrick Fleming

Carried without dissent.

3.2. Matters Arising

An explanation of the use of 'foundation' and 'elective' terminology, proposed as a possible mechanism to distinguish between the suite of core and non-core competencies required for the Specialist Paramedic route, was provided.

4.0 Directors Report

4.1 Directors Report to Council

4.1.1 COVID-19 Arrangements

The situation remains whereby no COVID-19 incidents involving staff, examiners, students or in external reviews have been reported.

Following on from a recent staff survey, the Executive are currently considering the first draft of the new DPER 'Blended Working Arrangements Policy' which will determine public sector working arrangements going forward.

4.1.2 Emergency Ambulance Crewing Model

To inform recently appointed Council members of the situation to date, a compilation of all historical related correspondence, standards, and extracts from Council minutes had been included as Appendix 1 of Council papers. In response to a query in relation to clarification of the current Crewing Model Standard at a recent meeting between the Director and the Director of the NAS, correspondence has since been exchanged. Confirmation from NAS that they "will continue to aspire to have two Paramedics as the ideal crewing model for those emergency calls which may require the Paramedic standard of care while noting that the nature of the continuing health response to COVID may continue to necessitate deployment of the minimum crewing standard to support that response" was welcomed.

It was agreed that the Crewing Model Standard be revisited in the final quarter of this year, when hopefully the current phase of the pandemic has passed.

It was agreed that there is a requirement for a positive, robust Emergency Ambulance response protocol, which is based on the level of care required by the patient, in line with PHECC's ethos as the regulator of pre-hospital emergency care. The importance of PHECC's role in protecting the public by supporting practitioners in providing best practice was noted, as was the importance of a decision maker regarding the optimum clinical pathway required for a patient on an ambulance.

4.1.3 Regulation of Specialist Paramedic

Regulation of 'Specialist Paramedic' was discussed at the above-referenced meeting with NAS and a further exchange of letters between the Director of both PHECC and NAS has ensued, all of which have been copied to the DoH. NAS has confirmed that it will not continue to educate additional Specialist Paramedics (Critical Care and Community Paramedics) until such time as a decision to enable PHECC's mandate to accommodate such changes in its Register has been put in place. This will allow PHECC to both certify training and privilege practise. Both parties agree that the use of non-core CPGs is a temporary measure being deployed to compensate for inadequate legislation and should not become a long-term approach or be viewed as a permanent solution.

It was clarified that, pending a change in legislation, Critical Care and Community Care Paramedics are Advanced Paramedics, who having completed a course of relevant specialised training will be privileged by their CPG provider to follow a limited number of specialised non-core AP CPGs.

The matter of progressing the legislative process is expected to be discussed at our upcoming Quarterly Governance meeting with the DoH. With the opening of two major trauma centres planned for 2022 the urgency and importance of progressing same was highlighted. A separate meeting to include Conor Deasy, David Menzies, Mr Robert Morton and the Director will also be proposed to DoH officials.

Don Brennan provided his apologies and departed the meeting during the above discussion.

4.1.4 Extension to FAR Refresher Course Period*

Considering the approaching extension date of 31 July 2021 for recertification at Responder level, Council, acknowledging that training centres have reopened, passed the following resolution.

Resolution: That Council approves that upon expiration of Responder certification, a restoration period of 3 months will apply during which a 2-day refresher course must be completed, otherwise a full 3-day course must be completed in order to re-certify.
Proposed: Tomás Barry **Seconded:** Fiona McDaid
Carried without dissent.

It was clarified that the renewal date applied to certificates will be 2 years from the date of successful course completion.

4.2. Delegated Decisions of the Director

The report as included in Council papers was noted.

5.0. Clinical Matters

5.1. Critical Care Paramedic Implementation Plan *

Following approval of the Critical Care Paramedic Standard, via Council resolution on 17 June 2021, the related implementation plan, as proposed in Council papers, was considered by Council.

A discussion surrounding options for the provision of related education, accreditation and registration took place. It was highlighted that the plan is purely a proposed pathway forward which will now require input from both the Education & Training and the Registration Committees.

Council commended the work already done and looked forward to further progress in the matter.

Resolution: That Council approves the Critical Care Implementation Plan, as proposed in Council papers, as the pathway forward.
Proposed: Jason van der Velde **Seconded:** Niamh Collins
Carried without dissent.

The Chair departed the meeting which was then chaired by the Vice-Chair for the remainder of the meeting.

6.0 Quality & Safety

6.1. Draft Quality & Safety Committee Terms of Reference [TOR] & Membership*

The proposed Draft Terms of Reference and membership of the Quality & Safety Committee, as included in Council papers, were considered by Council. Anticipated challenges in acquiring lay representation and achievement of gender balance on same were highlighted.

Following consideration, Council passed the following resolution.

Resolution: That Council approves the proposed Quality & Terms of Reference, as included in Council papers, subject to a minor amendment to the total membership figures.

Proposed: David Menzies

Seconded: Patrick Fleming

Carried without dissent.

Discussion ensued during which it was acknowledged that as there is no central complaints repository at present, determination of a process for dealing with complaints/compliments and oversight of learnings from same will fall under the remit of the Q&S Committee going forward.

6.2. Approval of Completed GVF Site Assessment Reports*

With the 5 remaining Governance Validation Framework [GVF] Site Assessment reports of the statutory and private sectors included in Council papers for Council consideration, the GVF cycle now moves into its final phase. It is anticipated that remaining GVF reports for the voluntary sector will be presented to Council in September. Going forward such reports will be considered by the Q&S Committee in advance of being presented to Council. Council passed the following resolution:

Resolution: That Council approves the publication of the statutory and private sector GVF site assessment reports given that site assessments of both have been completed and approved by Council.

Proposed: Hillery Collins

Seconded: Tomás Barry

Carried without dissent.

The level of work involved in the GVF process and in the production of said reports was acknowledged and appreciated by Council.

7.0 Governance & Finance

7.1. Financials to 30 June 2021 v Budget & 2020

The Management Accounts to 30 June 2021 were presented to Council, compared with Budget and 2020 respectively.

7.2. Draft Annual Report for Y/E 31 December 2020*

Following a meeting of the Finance, Risk, Audit & Compliance Committee on 28 June last, the Draft Financial Report, to be included in the PHECC 2020 Annual Report, was presented to Council. This included the Income and Expenditure Account for 2020, the Statement of Financial Position at 31 December 2020 (and 2019) and the Statement of Cashflows together with the relevant Notes to the Accounts explaining significant divergences between 2020 and 2019. The Acting Chair of FRACC indicated that further Reports will need to be considered by Council in relation to 2020. Once these were included, Council could formally sign off the Annual Report in due course. Council passed the following resolution.

Resolution: That Council, having examined the Accounts for inclusion in the 2020 Annual Report, has satisfied itself as to the explanations for variances in Income and Expenditure as between 2019 and 2020, and has also examined the Statement of Financial Position as of 31 December 2020 and the resultant Statement of Cashflows.

Proposed: Hillery Collins

Seconded: Jimmy Jordan

Carried without dissent.

7.3. Executive Response to Internal Audit Report 2020 Update

In a continuing update on progress, it was reported that the Executive continues to engage with the appropriate external expert opinion to resolve all matters raised by the Internal Auditor in the Report for 2020. A further report will be provided at the subsequent Council meeting.

7.4. Chair of FRACC & Pension Trustees for LGSS Scheme Proposal

Currently the Director and Deputy Director are the Trustees of the Local Government Superannuation Scheme [LGSS] in PHECC, which applies to those employed in the organisation before 2013, or who had previous relevant service in a public service organisation covered by this Scheme. It was recommended by FRACC at their recent meeting, that Council consider adding the Chair of FRACC as a third Trustee. This was approved by Council via the following resolution:

Resolution: That Council approve that the Chair of FRACC, in addition to the Director and Deputy Director, be appointed as a trustee of the Local Government Superannuation Scheme in PHECC.

Proposed: Pat Fleming

Seconded: Fiona McDaid

Carried without dissent.

It was clarified that the above addition to Trusteeship will not apply to persons employed by PHECC as new public sector entrants after 2013 as they would be covered by the Single Scheme for public servants, administered in all respects by DPER.

8.0. Register

8.1. Register Report

The report, as included in Council papers, was noted.

9.0 AOB

There being no other business the Vice-Chair thanked all for attending.

The meeting concluded at 13:05hrs approx.

Signed:



Jacqueline Burke
Chairperson

Date:

