

**MINUTES OF THE BOARD MEETING OF THE
HEALTH INFORMATION AND QUALITY AUTHORITY**

1 June 2021, 5.45 pm
Via Zoom

Present:

Name	Details	Initials
Pat O'Mahony	Chairperson	POM
Jim Kiely	Board Member	JK
Bernadette Costello	Board Member	BC
Lynsey Perdisatt	Board Member	LP
Michael Rigby	Board Member	MJR
Paula Kilbane	Board Member	PK
Tony McNamara	Board Member	TMcN
Danny McConnell	Board Member	DMcC
Martin O'Halloran	Board Member	MOH
Marion Meany	Board Member	MM

Apologies:

Martin Higgins	Board Member	PQ
Caroline Spillane	Board Member	CS

In Attendance:

Phelim Quinn	CEO	PQ
Kathleen Lombard	Board Secretary and Chief Risk Officer	KL

1. Quorum

The Chairperson welcomed the new members of the Board to the meeting. It was noted that a quorum was present and the Board meeting was duly convened.

2. Conflict of Interest

No conflicts were declared.

3. Update on approval and recruitment of senior posts

PQ provided an update to the Board on developments relating to key senior posts.

He explained for the benefit of new board members that he, as CEO will be retiring at the end of 2021. In addition, the Chief Inspector is due to retire at the end of July 2021. PQ also explained that significant work is underway to ensure that HIQA's organisational structure is fit for purpose to manage its expanding and evolving remit. Accordingly, it had been agreed that the current structure whereby healthcare and social care are the responsibility of one person that there should be two roles, a Director of Healthcare Regulation and a Chief Inspector.

A business case was submitted to the Department of Health seeking approval for the two roles. PQ advised that approval for the two roles has been provided, together with approval for the recruitment of a new CEO and that for expediency, it is proposed to progress with all three positions in one recruitment campaign.

The Board considered the advantages and disadvantages to progressing recruitment of all three positions at the same time. However, given the tight timelines associated with the departures of the Chief Inspector and the CEO, the Board agreed that on balance, the best option is to proceed with all three recruitment campaigns.

The Board also considered the prospect whereby the successful candidate for the role of Chief Inspector is unlikely to be appointed by the time of the current incumbent's retirement. In that context, it was agreed that the current Chief Inspector should be asked to consider remaining for a further short period of time.

PQ also updated the Board on a further senior position, which had been identified as a priority through the organisational structure work, where approval had not been forthcoming. It was agreed that the Chairperson and the CEO will discuss this matter further to explore what further action can be taken and report back to the Board at its next meeting.

4. Committee membership

KL advised that given that 4 new members had been appointed to the Board, it is timely to review the membership of the Board committees. In consultation with the Chairperson and the Committee chairs, a revised membership, based on the competencies available on the Board was drawn up and circulated to the Board in advance of the meeting.

The Board considered the paper proposing the revised committee membership and agreed its contents. PK proposed approval of the committee memberships and BC seconded the proposal; **accordingly it was resolved that the new committee membership be approved by the Board.**

5. Cyber security

PQ updated the Board on measures taken by HIQA immediately after the cyber security attack on the HSE. He advised that as part of the Data and Digital Transformation strategy and following a penetration exercise on HIQA systems carried out in 2020, additional security measures had been recommended and were part of the Information Division's implementation plan. The planned project was fast tracked in the immediate

aftermath of the attack on the HSE. PQ had updated the Chairperson at the time and a full report will be provided to the next meeting of the Audit Risk and Governance Committee (ARGC). In addition, it was agreed that the details of this project together with the costs will be brought to the next meeting of the Board.

Staff health and wellbeing

The sad news of a staff member’s sudden death had been communicated to the Board recently. In response to the Board’s queries on the supports being provided to those staff impacted by this event, PQ advised that appropriate supports have been made available and ongoing wellbeing initiatives are in place. In addition, a mass commemorating the person’s life was also streamed. The Board expressed its regret on the sad event.

Any other Business

There being no further business, the meeting was closed.

Signed



Pat O'Mahony
Chairperson



Kathleen Lombard
Board Secretary

Actions arising from Board meeting on 1 June 2021

No	Action	Person Responsible	Time-frame
1	All three recruitment campaigns to be progressed	PQ	June
2	Chief Inspector to be asked to consider remaining for a further short period of time	PQ	Immediate
3	Chairperson and the CEO to discuss additional senior post to explore further action and report back to the Board at its next meeting	PQ/POM	Immediate
4	Report on the brought forward security project to be provided to the next meeting of the Audit Risk and Governance Committee (ARGC).	BK	June 2021
5	details of the project together with the costs will be brought to the next meeting of the Board	BK	July 2021