



An Ghníomhaireacht um
Leanaí agus an Teaghlach
Child and Family Agency

CHILD AND FAMILY AGENCY		
MINUTES OF BOARD MEETING HELD ON THE 30 TH OCTOBER 2015		
BRUNEL BUILDING, HEUSTON SOUTH QUARTER		
Present	Norah Gibbons	Chair
Present	Gary Joyce	Deputy Chair
Present	P.J. Fitzpatrick	Board Member
Present	Noel Kelly	Board Member
Present	Sylda Langford	Board Member
Present	Gary Ó Donnchadha	Board Member
Present	Rory O'Ferrall	Board Member
Present	Noelle Spring	Board Member

In Attendance	Gordon Jeyes Fred McBride Pat Smyth Colette Walsh Eibhlín Byrne Kay Keilthy	Chief Executive Officer Chief Operations Officer Director of Finance Director of HR Director of Education Welfare Services Board Secretary
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SIGNED: Maech Gibbons DATE: 27/11/2015
CHAIRPERSON

1.	Declarations of Interest	
1.1	None	
2.	Minutes of Board Meeting held on the 25th September 2015	
2.1	The minutes of the Board meeting held on the 25 th September 2015 were approved subject to a number of minor changes.	
3.	Action Log	
3.1	The Board reviewed the action log as at the 25 th September 2015.	
4.	Matters Arising	
4.1	The Public Appointments Service Assessment Panel is scheduled to meet in the next couple of weeks to shortlist the expressions of interest received in relation to the current vacancy on the board.	
4.2	The Chair invited Minister James Reilly to meet with the Board on November 27 th .	
5.	Estimates & Business Plan 2016 (<i>Pat Smyth, Director of Finance joined the meeting</i>)	
5.1	The Board noted the update on the budget allocation process for 2016.	
5.2	The Board congratulated the executive on their work in relation to the Survival to Sustainability, Business Case for Investment in Children submitted as part of the 2016 budget process to the DCYA.	
5.3	The Board noted the importance of keeping Tusla's key issues on the policy agenda. To this end the Board proposed the development of a communication strategy including holding of an event outlining the progress made since the launch of the Agency in 2016 and the work still required.	
6.	Financial Outturn September 2015	
6.1	The Board noted the financial outturn for the period to September 2015 and acknowledged the on-going discussion and dialogue with DCYA in relation to Tusla's financial position.	
7.	Financial Performance Report September 2015	
7.1	The Board noted the financial performance report for the year to date.	
7.2	The Board was advised the Agency was still awaiting the management letter in relation to the 2014 annual financial statements.	
	<i>Pat Smyth, Director of Finance left the meeting</i>	
8.	Proposed Contract	
	Item deferred	
9.	Performance Activity Dashboard August 2015	
9.1	The Board noted the Performance Activity Dashboard August 2015.	
9.2	The Board requested benchmarking data to be included as part of the performance activity monthly report where available and appropriate.	
10.	EMR September 2015 <i>Colette Walsh, Director of HR joined the meeting</i>	
10.1	The Board noted the Employment Monitoring Report August 2015.	
10.2	The Director of HR provided a high level document on Tusla's in-house recruitment – Tusla Recruit. Tusla Recruit will provide the Agency with a full cycle recruitment process document at the end of the initial pilot stage. The Board requested a review of Tusla Recruit as soon as the pilot stage has been completed along with associated recommendations for the February 2016 Board meeting. The Board requested an update on the procurement of organisational development support including specification and timelines.	
	<i>Colette Walsh, Director of HR left the meeting</i>	

11.	ICT Report	
11.1	The Board noted the update on ICT developments, current and future including the recent ICT Control Expenditure Approval for 2015.	
11.2	The Board requested the CEO to provide an ICT monthly report.	
12.	Commissioning Presentation	
12.1	The Board noted the introductory overview of the key elements of commissioning and the progress to-date. A detailed commissioning paper will be submitted to the Board at the December board meeting.	
13.	Update on Public Health Nurses and Meitheal Practice Model	
13.1	The Board noted the summary report on Tusla engagement with Public Health Nursing in the Meitheal Practice Model.	
14.	Briefing on Children First Legislation	
14.1	The Board noted the Children First Legislation 2015 preparations overview.	
14.2	The Board requested regular updates on preparations in relation to the Children First Legislation 2015.	
	<i>PJ Fitzpatrick left the meeting</i>	
15.	Education Welfare Service Update <i>Eibhlin Byrne, Interim Director, Education Welfare Services</i>	
15.1	The Board noted the paper outlining the current status of Educational Welfare Services.	
15.2	The Board expressed concern that the Education Welfare Services proposed new structure was still awaiting sanction by the DCYA.	
	<i>Eibhlin Byrne, Interim Director, Education Welfare Services, left the meeting</i>	
16.	COO Report	
16.1	The COO advised that a Reference Group is set up to review the governance arrangements within the Agency to assist with and prepare for the proposed HIQA governance review.	
16.2	Tusla is represented by the CEO on the Taskforce on the Irish Refugee Protection Programme. Tusla is planning a bespoke foster campaign for refugee children.	
17.	Sub-Committee Updates	
17.1	The Board noted the DRAFT minutes of the Audit Committee meeting held on the 12 th October 2015. The Chair of the Audit Committee apprised the Board of an alleged fraud issue which is likely to become a legal matter.	
17.2	The Board noted the DRAFT minutes of the Quality Assurance and Risk Committee meeting held on the 9 th October 2015.	
17.3	The Board noted the DRAFT minutes of the Organisation Development, Succession & Remuneration Committee meeting held on the 30 th October 2015.	
18.	AOB	
18.1	The Chair informed the Board that the Chair of Family Resource Centre, National Forum had requested to make a brief presentation to the Board in relation to a number of topics/issues which came about following a meeting with the COO.	
18.2	The Board asked the Executive to meet with the National Forum to discuss their concerns and to report back to the Board.	