

**Minutes of Executive Meeting
Irish Association for Emergency Medicine
7th December 2011 at 13.00hrs**

**Venue: President's Meeting Room, Royal College of Surgeons in Ireland,
Dublin**

1. Present:

Mr. M. Doyle – President
Mr. N. O'Connor – Honorary Treasurer
Mr. J. McInerney – Honorary Secretary
Mr. F. Hickey – Past President
Dr. J. Cronin – President, IEMTA
Dr. J. O'Sullivan
Mr. G. McCarthy
Prof. R. O'Sullivan (joined as Chair of Academic Committee)

Apologies:

Mr. J. Binchy - Past Honorary Secretary
Dr. G. Quin – Chairman ICEMT

The President welcomed the new Executive members (Dr. J. Cronin, Dr. J. O'Sullivan and Mr. G. McCarthy) to their first meeting.

2. Minutes of the Executive Meeting 7th September 2011

These were accepted as correct.

3. Matters arising not on Agenda

a) Update on National PEP Guidelines

Dr. Tomas Breslin is on the national working group and has yet to complete an audit of EDs and needs to complete this.

Action: Hon Secretary to follow-up with Dr T. Breslin

b) Helipads at DATHs

The President informed the meeting that a national group chaired by Dr C. O'Donnell has been set up to consider this and related issues.

c) IAEM Medals

Mr. N. O'Connor gave a visual review of the possible medals and associated costs. The colour of the Leo Vella Medal design was agreed upon. The merits of other variants for Life Members were discussed but it was agreed to pursue the casting of plain silver medals. The Executive agreed to proceed with purchasing 2 permanent dies.

Action: Hon. Treasurer to purchase.

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4. Overcrowding and FCP

There have been recent concerns that the SDU was proposing a relaxation of the current 6-hour target with a 9-hour target. Mr F. Hickey had raised this concern directly with Dr Martin Connor (SDU) and was informed that this was not the intention of the SDU.

Mr. N. O'Connor informed the meeting that the AMAU was opening that day in Our Lady of Lourdes Hospital, Drogheda but that the default position was that when the AMAU was 'full', patients would be diverted to the ED. ED Overcrowding was worsening and this was also reported by other members of the Executive although Dr. J. O'Sullivan reported marked improvements since the HIQA visit to the ED at AMNCH, Tallaght. The associated HIQA report is due for release in early 2012 and will have national ramifications. Members reported that the FCP was being enacted *ad hoc* with poor local buy-in. Local escalation plans are being misrepresented as FCP.

The SDU is releasing additional funds to some hospitals with chronic overcrowding predicated on reaching a target of overcrowding not reaching levels 75% of what they were last winter.

Action: Hon. Secretary to formulate press releases related to Minister's '569-promise' and highlighting concerns regarding the proposed reduction in community bed capacity.

5. Emergency Medicine Programme

The draft EMP document had been sent to Full Members and was to be released for 'closed consultation' in the following week to the other national programmes and HSE agencies. Implementation is to be undertaken in 2012 with release of a 'next steps' document. Emergency Care Networks (ECNs) are yet to be finalised especially within Dublin. One of the fundamental tasks will be to define what constitutes an 'Emergency Department'.

Consultant posts have been advertised and shortlisting arranged for AMHCH, Tallaght and Connolly Hospital, Blanchardstown. However advertisements on www.publicjobs.ie had not resulted in applications for Consultant in EM posts for Letterkenny General Hospital or OLOL Hospital, Drogheda.

Concern was raised that HSE hospital posts were disadvantaged by limited advertising compared to Voluntary Hospitals and the EMP intended to address this. Potentially the IAEM website could also be a useful resource in dissemination of all EMP posts and Mr. F. Hickey agreed to co-ordinate this.

Mr J. McInerney raised the issue that all types of contract (A & B) should be available for local decision-making in applying to the CAU for Consultant posts in EM. This had not occurred and was delaying 2 posts at the Mater Misericordiae University Hospital. AMU posts did not have this restriction and there was clear discrimination between the AMP and EMP centrally.

Action: EMP to consider advertising EM posts in medical journals and further representation to be made to Dr B. White to ensure parity of contract options between National Programmes.

6. Reconfiguration

This has been superseded by the HSE/DoH's Small Hospitals Plan which has not been released yet. ECNs will not be progressed until this report is finalised.

7. ICEMT report

The Trainer/Trainee meeting is to be held on 12th & 13th December 2011 in Adare, Co. Limerick.

Another diet of the Examination for the Supervised Division was being held the day of the IAEM Executive Meeting and is being led by Dr G. Quin. Concerns were raised about the "success" of the India/Pakistan recruitment process and the implications for the specialty and EDs with recruitment difficulties going forward. An ICEMT survey of all departments involved in supervising these recruits is ongoing and will focus future strategy. There may be a request from the Medical Council to run further diets of the EM ESD. Feedback was to be elicited from trainers as to the success or otherwise of this stream of doctors within affected EDs. The President advised that ICEMT should write formally to the Forum of Postgraduate Training Bodies and the Medical Council to raise its concerns about this venture.

8. NCHD Crisis

The HSE Centralised Recruitment continues as the sole means to staff most EDs. There were ongoing concerns that there remained poor uptake, especially at the Registrar grade (30% deficit), for the current intake. Another census of ED staffing will need to be arranged for early 2012.

9. Meeting with President of CPSP & DRIP

Mr. J. McInerney presented the document drafted for consideration by ICEMT. It was agreed that further progress would only be achieved through ICEMT.

Dr. J. O'Sullivan proposed that similar MoUs could be arranged with other nations where EM was emerging such as Africa. Mr. N. O'Connor also raised the potential of the 'EM diaspora' overseas forging links with IAEM and investing in mutually advantageous collaborations.

10. IEMTA Update

Dr. J. Cronin informed the meeting that the merger with IAEM had been received well by members, who are now eligible for either Associate or Affiliate membership. Dr. J. McInerney will share e-lists of members and thus update contacts. It was agreed that Affiliate membership needs to be actively targeted for recruitment.

Mr. N. O'Connor asked that the potential IEMTA budget requirements and costs for 2012 be forwarded. Dr G. McCarthy raised the issue of other allied EM professions joining and it was decided this would require further discussion within the wider membership before consideration of a Constitutional amendment.

11. Membership applications.

Mr. J. McInerney informed the meeting that targeted recruitment continues and members that are in arrears have been informed of their membership dues and regulations.

The following applications for Associate Membership were received and accepted;

- Dr. William Duggan, Registrar in EM, SVUH, Dublin
- Dr. Nfila Galamoyo, Registrar in EM, AMNCH, Dublin

The following application for Full membership was received and accepted;

- Dr. Rachel Gilmore, appointed to a Consultant in EM post at Naas General Hospital

Following the 2011 Constitutional amendments, 3 current Associate Members have become eligible for Full Membership status;

- Dr. Tomas Breslin
- Dr. Niamh Collins
- Dr. Laura Bandut

The 2 Life Members approved at the AGM have been informed of their change in status;

- Dr. Peter Keenan, Retired Consultant in EM, Children's University Hospital, Temple St.
- Mr. Anthony J. Martin, Retired Consultant in EM, University Hospital, Galway.

12. Honorary Treasurer's update

Mr. N. O'Connor informed the meeting that 2011 had been an expensive one for the Association with legal fees related to the acquisition of Charitable Status and MCI/ICEM2012. He advised the meeting that the legal costs related to Charitable Status had increased above the initial quotes because of unforeseen workload and that he awaits an overall bill with the addition of Incorporation legal costs before sign-off. It was noted that although the bill submitted would be higher than that agreed, the Association's lawyers would not be charging the full hourly rate for the work done. All agreed that the standard of advice and successful outcomes were worthy of the necessary increase in legal fees.

The core assets thereafter amount to approximately €150,000. Potential expenses exist from historic officer expenses, updating the IAEM website and purchasing medals, whilst monies have yet to be accrued from the Limerick IAEM conference.

The historic profits of IAEM are to be invested in ICEM2012 and IAEM Ltd will receive its first assets in January 2012 from membership fees. Finances will therefore be tight until after ICEM2012 and any potential office purchase for IAEM will have to be deferred until then.

With regards to a potential IAEM office or Faculty building, the Treasurer advised that IAEM needed to consider either renting or purchasing outright or jointly with another professional body a set of suites or a suitable building. This would allow IAEM expansion and the holding of resuscitation/simulation courses etc. which would generate further income. Should the purchase be solely an IAEM enterprise, we could also consider subletting to another professional body. There was a consensus that a sub-group is needed to appraise the options and future roadmap to achieve such a vision.

Dr. G. McCarthy gave an update of the financial concerns raised by members regarding College of Emergency Medicine (CEM) fees and the diminishing value of the relationship as ICEM takes on CPD role and IAEM/ICEM seeks evolution to a future Faculty of Irish EM and the costs envisaged related to this path. Prof. R. O'Sullivan proposed that adoption of the lesser CEM Overseas Membership fee be considered. In preliminary informal discussions with the officers of CEM, Dr. McCarthy had the sense that CEM were sensitive to our needs and wished to retain the historic relationship with Irish EM, the examinations and shared curriculum. The risks and benefits are to be considered by the subgroup in formulating a strategic road-map to achieve these goals. The President stated that whilst we may have the pieces of an independent Irish Faculty/College already, the challenge is to unify these pieces without breaking any of the individual components.

Action: Mr F. Hickey to draft a strategic discussion paper to kick-start discussion in advance of a dedicated Executive Meeting scheduled for 15th February.

13. IAEM Executive Expenses Payment Policy & Process

Mr N. O'Connor presented the proposed policy. It had been suggested by the Immediate-Past President that the historical expenses of previous officers be amended with a reduction in mileage costs from 90 cents/mile to 40 cents/mile and this be incorporated into the policy. A stipend of €750 towards Presidential expenses accrued representing the Association at ACEP, ICEM and EuSEM meetings had been approved at the AGM. The Expenses Policy will need to be converted from miles to kilometres.

Action: Honorary Treasurer and Immediate Past President to complete the document which is to be placed on the Members' Only section of the IAEM website.

14. IAEM website, Zenark proposal and Web Committee

The Zenark web search engine has been activated for IAEM officers and provides intelligence relevant to IAEM twice a day. Mr F. Hickey advised that the invoice now

required payment. The officers agreed that this resource was proving very useful in responding to the media.

Mr F. Hickey had spoken with Dr S. Carr (IAEM Webmaster) about the need to update the website with regard to Joomla software version and linkage with IEMTA site. There is a need to re-invigorate Web Committee (WC) and modernize the website to meet current and future requirements.

Action: Dr. J. Cronin to join group and Mr. F. Hickey to email potential specifications to WC and stimulate debate on design and future

15. Academic Committee

The President welcomed Prof. R. O'Sullivan and proposed to the meeting that he be invited to attend all future Executive Meetings and receive Executive e-mails. This was seconded by the Honorary Secretary.

Prof. O'Sullivan informed members that the Academic Programme for ICEM2012 is on track. National Clinical Guidelines (NCG) are being formulated by the National Programmes and as Prof. R O'Sullivan is new national CG lead, this will aid promotion of EM guidelines. It was decided EM NCG should be placed on the IAEM website in the short-term before the required dedicated website is developed. There was also consensus that the IAEM brand needs to be maintained and that members should be encouraged to participate in NCG development with the opportunity this provides to produce original research.

There is also a need to consider introducing an EM Scientific Journal in Ireland with EBM at the forefront its design.

**Action: Prof R. O'Sullivan to join IAEM Executive.
Prof O'Sullivan to investigate design and evolution of an Irish EM Journal.**

16. IAEM Limerick 2011

No update was available in Dr. Quin's unavoidable absence

17. ICEM 2012

Mr F. Hickey informed the meeting that the contract with MCI had been signed.

The Academic and Social Programmes are on track and the self-funding Pre-conference workshops are almost decided upon. The call for abstracts is open for a further 2 weeks.

Monthly meetings are intended with MCI and weekly TCs of the Local Organising Committee continue. Greater involvement of the wider membership needs to occur and this requires continued encouragement from the President.

President Michael D. Higgins has been approached to open ICEM2012

18. IAEM ASM 2012 Tallaght

Dr. J. O'Sullivan informed the members that potential venues include the Ritz-Carlton Powerscourt, Enniskerry, Co. Wicklow and Carton House, Maynooth, Co. Kildare. The meeting will be truncated to 2 days only due to ICEM2012. There will be 1 full Scientific Day on the Friday, the Gala Dinner on the Friday evening and the AGM on the Saturday morning. There needs to be a stringent budget agreed and the existing IAEM ASM model may need adaptation for this once-off truncated IAEM ASM.

Action: Dr J. O'Sullivan to forward draft budget to the Honorary Treasurer.

19. Future IAEM ASM

The IAEM ASM model document needs to be disseminated.

IAEM 2013 is to be held in Letterkenny, Co. Donegal and this may attract more delegates than usual from Northern Ireland.

20. Future IAEM Executive Meeting venues and dates.

It was agreed to hold all future regular meetings at Mater Misericordiae University Hospital (MMUH) and the Honorary Secretary will make the necessary arrangements.

An Executive meeting wholly dedicated to a single agenda item – '*The Future of Irish EM*' is to be held on 15th February in RCSI after EMP. This is followed by the IAEM Executive meeting on 7th March at MMUH with the normal agenda

A General Meeting of IAEM will be held at Tallaght on 10th March with main agenda item '*The Future of Irish EM*'

Normal IAEM Executive meetings; 5th September 2012 and 5th December 2012 at MMUH & that associated with the AGM in October 2012. Consideration will need to be given to the advisability of the normal June 2012 meeting (1st Wednesday in June) given the proximity of ICEM 2012.

21. New Correspondence

a) Viral Haemorrhagic Fever National Working Group

Mr. J. McInerney submitted amendments to the proposed framework and received an acknowledgement.

b) IHCA letter requesting advice re ICE proposal

The consensus was that the proposal raised issues of confidentiality and data protection compliance and as such IAEM could not support it.

Action: Hon. Secretary to communicate concerns to IHCA.

22. Chairman's and AOB

Mr J. McInerney advised that he had informed the ICEMT Chair that he is demitting from the CEM Training Standards Committee and ICEMT is seeking a new representative. IAEM should as a consequence have the same representative sit on the IAEM Executive.

Signed:

A handwritten signature in black ink, appearing to read 'J. McInerney', is written over a light-colored rectangular background.

President

Date: 29th February 2012