

Meeting of the Taskforce on Staffing and Skill Mix for Nursing combined Steering Group and Pilot Planning and Implementation Group 14:30pm, 24 th March 2017 Department of Health			
Meeting called by:	Dr. Siobhan O’ Halloran (SOH)	Type of meeting: Combined Taskforce Steering Group and Pilot Planning and Implementation Group Meeting	
Invitees:	Ms. Bridie O’ Sullivan (BOS), Mr. John Delamere (JD), Prof. Jonathan Drennan (PJD), Ms Mary Wynne (MW), Ms Liz Roche (LR), Mr PJ Hathaway (PH), Mr Paddy Barrett (PB), Ms Therése Dalchan (TD), Ms Claire Mahon (CM), Ms Anne Burke (AB), Dr Philippa Ryan Withero (PRW), Ms Ann Donovan (AD), Ms Sheila Mc Guinness (SMG) , Ms Sinead Lardner (SL), Ms Avilene Casey (AC), Ms Catherine Farrell (CF), Dr Garry Courtney (GC), Ms Helen Byrne (HB), Ms Joan Regan (JR), Mr Kevin Figgis (KF), Mr Liam Doran (LD), Professor Anne Scott (AS), Ms Margaret Gleeson (MG) Mr Paddy Barrett (PB)		
Apologies	Ms Martina Burns (MB), Ms Raymonde O’Sullivan (ROS)		
Purpose of the Meeting:	Provide an update on progress in relation to the Pilot		
By the end of the meeting we will have:	Discussed the updates in relation to the local pilot implementation teams, the research , enhanced care subgroup and reporting Discussed recruitment Discussed the document on enhanced care.		
Agenda Item	Whom	Key Decisions and Persons Responsible	Time
Welcome	SOH		5 mins
Approval of the Steering Group Minutes of previous meeting	S Group		5 mins
Action points from last meeting of the Steering Group	S Group		5 mins
Approval of the Pilot Planning and Implementation Group Minutes of previous meeting	PPIG		5 mins
Action points from last meeting of the Pilot Planning and Implementation Group	PPIG		5 mins
Update on Research & Interim Report	PJD		30 mins
Update from local pilot Implementation teams	PRW,LR, SMG, AD		15 mins
Update on enhanced care sub group	SL		10 mins
Meeting schedule for Steering Group	SOH		5 mins
Meeting schedule for PPIG	SOH		5 mins
Documents to be brought to the meeting; Nil – all documentation will be supplied			