



Rialtas na hÉireann
Government of Ireland

High Level Task Force on COVID-19 Vaccination

23 November 2020 Meeting

Decisions, approvals and actions arising from meeting

High Level Task Force on COVID-19 Vaccination

Monday 23 November 2020, 14:00 - 16:00

Decisions, approval and actions arising from meeting

1. Attendees

A. Members in attendance	B. Additional attendees in support
Prof. Brian MacCraith, Task Force Chair	<i>i. Task Force Secretariat</i>
Dr Tony Holohan, Chief Medical Officer, DOH	Kate Waterhouse, Task Force Secretariat
Fergal Goodman, Chair, Immunisation Strategy Group, DOH	<i>ii. In Attendance</i>
Elizabeth Canavan, Chair, Senior Officials Group on COVID-19	Dr Lorraine Doherty, Clinical Director Health Protection, HSE
Paul Reid, Chief Executive Officer, HSE	Sean Bresnan, National Director of Procurement, HSE
Dr Colm Henry, Chief Clinical Officer, HSE	Gerry O'Brien, Director, Health Protection, DOH
Paul Quinn, Government CPO and CEO, OGP	Dr Ronan Glynn, Deputy Chief Medical Officer, DOH
Barry Lowry, Chief Information Officer, OGCI	<i>iii. Programme support</i>
Dermot Mulligan, Assistant Secretary, Innovation and Investment Division, DETE	Michael McDaid (PwC), Programme Office
Martin Shanahan, Chief Executive Officer, IDA	Yvonne Mowlds (PwC), Programme Office
Dalton Philips, Chief Executive Officer, DAA	David McGee (PwC), Programme Office
	Keiran Barbalich (PwC), Programme Office

2. Decisions and Approvals by Task Force

At the meeting, the Task Force:

1. Approved the programme workstream structure outlined on Slide 20 of the presentation, subject to the HSE to confirming its view regarding whether workstreams 4 and 5 should be kept as workstreams of combined as one;
2. Approved SRO roles and approved that they will be appointed by COB Tuesday, 24 November, following engagement & approvals including between DOH and HSE;
3. Noted the deadline for the COVID-19 Vaccination Programme Strategy and Implementation Plan to be submitted by the Task Force to the Office of An Taoiseach by Friday, 11 December;
4. Approved the requirement for dedicated communications workstream and resourcing in the programme; and
5. Agreed the Task Force will meet weekly on Mondays at 14:00, with the next meeting on Monday 30 November.

3. Actions by Task Force

The following actions were made recorded by the Task Force:

#	Action	Owner	Status
1	To issue statement on Task Force	Liz Canavan / Prof. Brian MacCraith	Completed, statement issued on Tuesday 24 November
2	To mobilise the programme structure	Prof. Brian MacCraith	Completed, first meeting held on 27 November
3	To set up Programme Office	Prof. Brian MacCraith	Completed, Programme

			Office mobilized
4	To review and confirm the workstream structure and appoint the SROs by close of business 24 November	Liz Canavan / Prof. Brian MacCraith / Paul Reid / Fergal Goodman / Dr Tony Holohan	Completed by 27 November
5	Confirm the detailed process for vaccine orders	Prof. Brian MacCraith / Sean Bresnan / Fergal Goodman	Completed
6	To modify overall objective to reflect Task Force comments.	Prof. Brian MacCraith / Dr Tony Holohan	Completed
7	To clarify how Task Force interacts/engage with existing organisations, bodies, statutory and other processes	Prof. Brian MacCraith / Programme Office / Dr Tony Holohan / Liz Canavan	In Progress
8	Progress development of programme plan and critical path	Prof. Brian MacCraith / Programme Office	In progress
9	Offers of help to Task Force to be coordinated through Sean Bresnan	Prof. Brian MacCraith / Sean Bresnan	Completed