

Core Values:

Respect
Compassion
Equity
Hope

Service Delivery Principles:

Recovery
Trauma informed
Human rights
Valuing and learning
Partnership

NIMC Steering Committee Minutes

Friday 23rd February 2024 11.00am – 1.00pm

Block 1, Miesian Plaza, 50 - 58 Lower Baggot Street, Dublin, D02 XW14

In-person meeting/Microsoft Teams VC Platform

Attendees:

Members: Ms Catherine Brogan (Chair), Dr Amanda Burke (attended remotely), Ms Fiona Coyle, Ms Aisling Culhane, Ms Kerry Cuskelly (attended remotely), Prof Daniel Flynn, Dr Siobhan Hargis, Ms Kelly Mofflin, Mr Ian Power, Dr Brian Osborne (attended remotely), Dr Donal O’Hanlon, Ms Cecily Roche, Mr Michael Ryan (attended remotely).

Apologies:

Mr Donan Kelly, Dr Joseph Duffy, Dr Amir Niazi, Ms Dervila Eyres and Prof David Cotter.

In attendance:

Dr Philip Dodd (Department of Health [DoH], Mental Health Unit), Mr Derek Chambers (HSE, Implementation Group), Mr Poul Walsh Olesen (HSE, Implementation Group), Ms Joanne McCormack (DoH, Mental Health Unit), Mr Oisín Murphy (DoH, Mental Health Unit), Ms Sharon Lane (Reference Group, attended for agenda items 3 and 4 only), Ms Nicola Byrne (Reference Group, attended for agenda items 3 and 4 only).

1. Welcome, apologies and minutes.

- The Chair welcomed all attendees and noted the apologies received from Mr Donan Kelly, Dr Joseph Duffy, Dr Amir Niazi, Ms Dervila Eyres and Prof David Cotter.
- The Chair sought a proposer and seconder for the January 2024 minutes. Ms Coyle proposed, and Prof Flynn seconded.
- **Action: NIMC Secretariat to publish the January 2024 approved minutes on the Department of Health website.**

2. Chairs update and matters arising

a) Group Agreement

- The NIMC Steering Committee had no additional comments to make and approved the draft group agreement. A conflict-of-interest declaration of members will now be sought at the beginning of each meeting of the NIMC.
- It was agreed that the service delivery principles and values as detailed in *Sharing the Vision* will be included on NIMC Steering Committee documentation going forward.
- **Action: NIMC Secretariat to include conflict of interest as a standing item on the NIMC Steering Committee agenda.**
- **Action: NIMC Secretariat to add the underpinning values and service delivery principles to NIMC documentation.**

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b) Youth Mental Health Transitions: approval and publication of documents

- The Chair noted that the documents as approved at the last meeting are being prepared for publication. The Chair will write to the Specialist Group Chairperson (Mr Mark Smyth) and members on behalf of the NIMC Steering Committee to thank them for their work and notify them of the dissolution of the Specialist Group.
- **Action: NIMC Chair to write to Chair and members of the Youth Mental Health Transitions Specialist Group to thank them for their work and advise them of the standing down of the Group.**

c) HSE Digital Mental Health workplan

- Mr Chambers updated the committee that all feedback from NIMC Steering Committee members was gratefully received and will be taken into consideration in developing the Workplan further.

d) Summary of VISTA research circulated.

- The Chair thanked Prof Cotter for forwarding documentation regarding the VISTA research project for the information of the NIMC Steering Committee, and for his leadership in progressing this piece of work. This information has been circulated to members.

e) Older Persons Specialist Group proposal (documentation re-circulated)

- Dr Dodd presented a discussion document previously reviewed by the previous Steering Committee in 2023 of Older Persons' mental health and *Sharing the Vision*, and sought the NIMC Steering Committee's approval for progressing additional measures to advance the recommendations regarding Older Persons' mental health.
- A discussion followed where several issues were identified including:
 - Ms Cuskelly and Ms Coyle proposed that a wider consideration of the establishment of additional Specialist Groups in the context of the existing Specialist Groups and having a further consideration of the criteria required for the establishment of Specialist Groups. Dr Dodd advised that this could be discussed at the March meeting, alongside an update of the existing Specialist Groups.
 - Mr Chambers also suggested that as part of any Specialist Group review consideration should be given to the HIG's workstream model as the Specialist Group format predated the development of the HIG workstreams.
- It was agreed that more detailed consideration for the proposal for progressing this item to the March NIMC Steering Committee meeting.
- **Action: Specialist Group review and proposal for progressing Older Persons' mental health recommendations to be discussed at the next meeting of the NIMC Steering Committee.**

f) Closure of Recommendations

- The Chair advised that there will be recommendations planned for closure at the March meeting and proposed a revision to the current process, which will involve seeking feedback on recommendation closures from the Reference Group (RG) in advance of discussions at the NIMC Steering Committee meeting.

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- Mr Power suggested that the decision-making body for closure remains the NIMC Steering Committee but agreed that the RG should be given an opportunity to provide observations to the NIMC Steering Committee in advance. Ms Coyle suggested that consideration should be given into the type and format for providing observations which could guide the closure process.
- The overall involvement of the RG in the closure of recommendations was approved.
- **Action: Joint secretariats to provide the supporting closure documentation for relevant recommendation(s) to the Reference Group along with observation template in advance of the March meeting.**

3. Workplan for Implementing Independent Review Recommendations

- The Chair advised that a draft workplan for implementing the recommendations of the Independent Process Review of the NIMC was provided in the meeting pack and invited Dr Dodd to give a presentation summarising the main points of the workplan including bi-annual reporting, fewer but longer regional meetings, redesign of reporting format and further development of lived experience in implementation.
- The Chair then invited Ms Lane, chairperson of the Reference Group (RG), to provide considerations of the RG to the draft plan.
- It was noted that quarterly implementation status updates will still be gathered from implementation leads which will continue to allow for the early identification of implementation issues. A wide-ranging discussion took place with members who welcomed the revised meeting and reporting schedule as it is expected that the depth and analysis of the reports will be greater.
- The new regional approach for meetings of the NIMC Steering Committee was also welcomed, the Chair noting CHO2 Mental Health Services as a possible host for the first regional meeting on the 22nd of May 2024.
- NIMC Steering Committee approved the workplan for implementing the Recommendations of the Independent Review.
- **Action: Joint secretariats to prepare a detailed proposal of changes to progress reporting, building on bi-annual reporting frequency and requirement for re-designing the format/lay-out of the report, to be presented at the March meeting.**

4. Sharing the Vision Q4 2023 Implementation Status Report

- Mr Olesen and Dr Dodd presented a summary of the Q4 2023 Implementation Status Report.
- The Chair then invited the Reference Group (RG) Secretariat to provide a summary of their written feedback document which was circulated in the meeting pack in advance of the meeting:
 - Ms Lane welcomed the new Chair and the new NIMC Steering Committee members.
 - She noted that the enhanced communications workshops have been successful, suggesting that they could be a useful source of information for the new Steering Committee members.
 - Ms Lane reported that four new members have joined the Reference Group.
 - There was a discussion in relation to the Q4 report including:

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- timelines for delivery of the short-term recommendations, the linkages between recommendations and how these dependencies would impact delivery of the short-term recommendations.
 - the quality of updates.
 - issues on responding to queries raised in previous reports.
- Mr Olesen noted that the next report (May 2024) will go into greater detail on the delivery of the short-term recommendations.
- It was noted that a new issues/Q&A log has been agreed between the HIG/NIMC and Reference Group Secretariats which should improve information sharing in an appropriate format.
- Ms Coyle suggested that it may be beneficial for NIMC Steering Committee members to discuss funding and governance models for voluntary and community sector organisations in light of Recommendation 14.
- The Q4 report was accepted for publication by the Committee. It was noted that the NIMC Steering Committee draft analysis document will be circulated to members and the Q4 and analysis will be published on the Department's website before the next meeting.
- **Action: NIMC Secretariat to publish the Q4 report and analysis on the NIMC Steering Committee website.**

5. AOB

- The Chair clarified that next month's meeting is the last of the shorter meeting format and would be online on MS Teams on 22nd March 2024.

Actions arising from the meeting:

No.	Action	Responsibility	Timeframe
1.	Publish the January 2024 approved minutes on the Department of Health website.	NIMC Secretariat	22/03/2024
2.	Include conflict of interest as a standing item on the NIMC Steering Committee agenda.	NIMC Secretariat	22/03/2024
3.	Add the underpinning values and service delivery principles to NIMC Steering Committee documentation.	NIMC Secretariat	22/03/2024
4.	Write to Chair and members of the Youth Mental Health Transitions Specialist Group to thank them for their work and advise them of the standing down of the Group.	NIMC Chair/Secretariat	22/03/2024
5.	Specialist Group review and proposal for progressing Older Persons' mental health recommendations to be discussed at the next meeting of the NIMC Steering Committee.	NIMC Secretariat	22/03/2024

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6.	Provide the supporting closure documentation for relevant recommendation(s) to the Reference Group along with observation template in advance of the March meeting.	NIMC and HIG Secretariats	22/03/2024
7.	Prepare a detailed proposal of changes to progress reporting, building on bi-annual reporting frequency and requirement for re-designing the format/lay-out of the report.	NIMC and HIG Secretariats	22/03/2024
8.	Publish the Q4 report and analysis on the NIMC Steering Committee website.	NIMC Secretariat	22/03/2024