COVID-19 Nursing Homes Expert Panel – 1st Meeting

Note of Meeting

Date of Meeting: 29th May 2020

Attendees

Panel Members:
- Prof. Cecily Kelleher (Chair)
- Prof. Cillian Twomey
- Brigid Doherty
- Petrina Donnelly

Support Team:
- Niall Redmond
- Sarah Gibney
- Sinead Mahon
- Niamh Carey
- Daniel Sheridan
- Susan Callaghan

Apologies:
N/A

Key Discussion Points:

- Introductions were made. It was agreed that potential conflicts of interest arising through the work of the Panel would be declared as they arose and managed appropriately.
- The proposed Agenda was agreed.
- Terms of Reference and Engagement for the Panel agreed.
- Panel membership discussed and agreed that the expertise provided by the established Panel represents core pillars of expertise required. Panel agreed that current membership is appropriate having regard to the focus of its task and timeframe but agreed that stakeholder engagement will be a core component of its work.
- General discussion of broad parameters of task.
- Communications strategy discussed and agreed.
- Research requirements were discussed.
- Format of stakeholder engagement discussed.
- Dedicated meeting to develop engagement and consultation strategy scheduled for Wednesday 3rd June.
- It was agreed that at least one weekly meeting be scheduled as a standing item, with the potential for more frequent meetings, and bilateral meetings as required.

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<thead>
<tr>
<th>No.</th>
<th>Actions arising</th>
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<tbody>
<tr>
<td>1</td>
<td>Stakeholders to be identified and a list prepared</td>
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<td>2</td>
<td>Draft templates relating to stakeholder engagement</td>
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<td>3</td>
<td>• Currently available data, evidence and research to be identified, collated, and circulated to Panel</td>
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<td>4</td>
<td>• Next meeting date Wednesday 3rd June</td>
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