

**MINUTES OF THE BOARD MEETING OF THE  
HEALTH INFORMATION AND QUALITY AUTHORITY**

17 February 2021: 5pm – 6pm  
Zoom meeting

**Present:**

Pat O'Mahony	Chairperson	POM
Paula Kilbane	Board Member	PK
Caroline Spillane	Board Member	CS
Bernadette Costello	Board Member	BC
Lynsey Perdisatt	Board Member	LP
Michael Rigby	Board Member	MJR
Tony McNamara	Board Member	TMcN
Jim Kiely	Board Member	JK

**In Attendance:**

Phelim Quinn	CEO	PQ
Kathleen Lombard	Board Secretary and Chief Risk Officer	KL
Sean Angland	Acting Chief Operations Officer	SA
Eleanor Noonan	Finance Manager	EN

**Apologies:** No apologies

**1. Welcome and Quorum**

It was noted that a quorum was present and the Board meeting was duly convened.

**2. Conflict of Interest**

No conflicts were declared.

**3. Health and safety**

It was reported that the two staff members who have tested positive for COVID 19 were recovering well.

The Board were advised that a process has been established whereby inspectorate staff may register with the HSE for vaccination as front line workers. While dates are not yet confirmed for these vaccinations, it is anticipated that there should be no untoward delay.

#### 4. Draft financial statements 2020

SA presented the draft annual accounts for 2020 to the Board, explaining key requirements such as the approval process, required disclosures and specific types of expenditure. He advised that the draft accounts had been reviewed by the Audit Risk and Governance Committee (ARGC) during the previous week and as a result, minor amendments had been made.

CS, Chair of the ARGC confirmed that the Committee had met and reviewed the draft financial statements in detail. The Committee had requested a number of minor amendments which have been addressed in the version before the Board. Following their review, the Committee were satisfied to recommend to the Board, the approval of the draft financial statements for 2020.

The Board reviewed the accounts and in response to queries, SA clarified the breakdown of the ICT funding and the changes in salary costs since the previous year. SA also confirmed that there were no residual issues arising from the previous year.

CS advised that the ARGC had met with a representative of the C&AG in November 2020 and no issues of concern were brought by the C&AG to the Committee's attention. In addition, the internal audit of HIQA's internal controls resulted in 2 low rated findings.

Following review by the Board of the financial statements, TMcN proposed approval of the statements and BC seconded the proposal; **accordingly it was resolved that the draft financial statements for 2020 be approved by the Board.**

The Chairperson thanked EN and SA and the finance team for their work in producing the annual statements so promptly after year end.

#### 5. Any Other Business

The Chairperson advised that the selection process for new appointments to the Board was underway and that a panel to review the applications would be meeting in the coming days.

On behalf of the Board, the Chairperson expressed sincere sympathy to TMcN on the recent loss of his father.

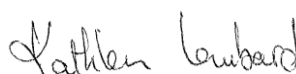
There being no further business, the meeting concluded.

#### Signed



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Pat O'Mahony  
Chairperson



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Kathleen Lombard  
Board Secretary

**Actions arising from the Board meeting on 17 February 2021**

<b>No</b>	<b>Action</b>	<b>Person Responsible</b>	<b>Timeframe</b>
No actions arising			