

NI Region Interim Management Board Meeting Minutes

Meeting Date		Venue	
22 April 2008		CIEH NI, 123 York Street, Belfast BT15 1AB	
1. In attendance			
P Thompson (PT chair)	G McFarlane (GMcF)	S Cooper (SC)	D Kennedy (DK)
S Martin (SM)	J Parkinson (JP)	U Walsh (UW)	S Toland (ST)
M Jennings (MJ)	D Allen (DA)	N Convery (NC)	C Cooper (CC)
L Andrade (LA)	S Vince (SV)		
1. Apologies			
G Tierney (GT)	N McMahon (NMc)	C Treche (CT)	B Heywood (BH)
J Corey (JC)			
		Action	By date
2	Declarations of interest		
	1.1 No declaration of interest.		
3	Minutes		
	2.1 Minutes were approved and posted on website.	DD	
4	Matters arising		
	3.2 GMcF received his fellowship on 24.01.08		24.01.08
	5.2 Ulster Bank still in process of name change, redundant accounts have been closed. Anticipated completion end of June 2008, SM to contact again.	SM	June 2008
	8.1 Sam Knox's CV for Fellowship will be forwarded to SC shortly who will present proposal for same to board.	SC	asap
	9.4 DK informed the meeting that post within DOE will be advertised again and members to be informed – DD to circulate.	DD	28.04.08
	9.5 Sc to write to M McAllister regarding working with CIEH NIR upon retirement.	SC	30.04.08
	9.7 APD briefing held 9 April – turnout 12 members, Gary Telfer pleased with venue with positive feedback from delegates.		
5	Finance		
	5.1 CIEH NIR accounts audited and sent to CIEH. 3.5K requested for programme has been granted by London and can be drawn down as required.		
	5.2 4 June has been organised for SM/PT/ST/SC/JP/GMcF to discuss business plan for 2009. SC to circulate any relevant information to group prior to meeting. Venue: CIEH NI office JP to chair	JP	04.06.08
	5.3 SM requested that future invoicing be sent from CIEH directorate account and monies owing be paid to CIEH NIR quarterly. This will reduce admin time spent in appropriating monies bac'd to the two accounts. PT proposed SC seconded.		
	5.4 Killarney conference – generated nineteen delegates/fees £6900.00		

	5.5	Council agreed that John Martin will be authorised to sign the new Ulster Bank electronic registration mandate for online bank		
6	Education Committee			
	6.1	<p>ECOS – members meeting 27 February 2008. Speakers well received, poor turn out. Better lead in time required to attract greater attendance. Board need to encourage members to attend, cpd opportunities, information update and networking potential. This to be emphasised in newsletter and to CEHOG group.</p> <p>JP to forward information to DD regarding RPA update re: venue etc.</p> <p>JP to call meeting late June to discuss programme for 2009.</p>	DD	08.05.08
7	Strategy			
	7.1	<p>GMcF and K Doherty presented to a stakeholder panel in Lisburn Civic Centre on 11 April 2008 to put CIEH views to develop health forums. Paper presented to panel, posted on website and emailed to board members to read.</p> <p>SC called for nominees from board for Associated Parliamentary Group (NI MPS) for CIEH. First meeting will be held on 25 June 2008. Nominations agreed by board were</p> <p>Mark Durkan/Sylvia Herman/Eddie McGrady/Gerry Adams Rev William McCrea/Sc to contact London with names</p>	GMcF SC	08.05.08 02.05.08
8	Tanzania and international business			
	8.1	<p>SC to meet up with Tanzanian counterpart in Brisbane to reinstate connections with Tanzania with CIEH NIR to sponsor/organise places for students.</p> <p>CIEH NIR International committee to organise a programme to map out opportunities for EHOs in NI to work overseas International Committee: DK/NC/SC/DA – to work together on this.</p> <p>GT to organise golfing competition to organise income for placements etc. Insert for newsletter.</p>	SC ALL	20.05.08 22.08.08
9	Communications			
	8.1	<p>DD to create an email contact list of members private email address – future correspondence/newsletter to be sent out this way only. Anticipated to be in place by end of June 2008.</p> <p>CIEH NIR road show 26 November 2008 – members forum question and answer session, insert to be put in newsletter.</p>	DD SC	30.06.08 05.04.08
10	All Ireland Conference April 2008 - Killarney			
	10.1	Joining instructions sent to NI delegates and travel arrangements made for NI speakers		
	10.2	SC/JP to organise pictures from event for newsletter.	JP/SC	06.05.08
11	AOB			
	11.1	Chair informed meeting that Roisin McDaid has resigned from the board – he wished her well and thank her for her contribution to date. Insert for newsletter	PT	06.05.08

12	Date of next meeting 22 August 2008, CIEH NI, York Street, Belfast.		
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