



## Dignity 4 Patients

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# 2022 – Dignity4Patients – Board of Management Meeting – MINUTES

Meeting Date: 23 / 06/ 2022

Meeting Location: Boyne Valley Hotel, Stameen, Drogheda, Co. Meath

Meeting Start Time: 20 : 45

Meeting adjourned at: 21 : 48

Minutes Taken By: Mr. Philip O'Donoghue

Apologies: (Initials) EF - PF - PM -

Absent: (Initials) EF - PF - PM -

Present: (Initials) EF - PF - PM - PO'T - (AR + PM + PO'D + CS)

Meeting Type: Regular  Special

Minutes read to Members: Yes  No

Previous Minutes Agreed?  Proposed By: PF Seconded By: PM

Quorum Requirements: 3 Members of 7 Requirements Met: Yes  No

## Agenda Items As Notified of:

1. Welcome and Introductions.
2. Apologies.
3. Minutes of Previous Meeting.
4. Client Services Update.
5. Governance Matters to be addressed.
6. Funder & 3<sup>rd</sup> party issues to be addressed.
7. Human Resources Update.
8. Financial Matters Update.
9. Board Matters Update.
10. Any other Business & Conflicts of Interest Declared

*Please ensure any handouts provided to Board Members are attached to a copy of the minutes for future reference.*

# 2022 – Dignity4Patients – Board of Management Meeting – MINUTES

## Current Agenda Items Discussed and Outcomes Agreed:

### **Agenda Item 1. Welcome & Agenda Review.**

The meeting was called to order by PM and welcomed all attendees to Dignity4Patients BOM Meeting and introduced those present. Present on the night were trustees, PM, PF, EF and employees AR, POD, PTM, CS and ex board member in an advisory role POT.

### **Agenda Item 2. Apologies & Conflicts of Interest Declared**

No apologies were offered to those present by as all trustees and attendees where present. PM asked those present were there any conflicts of interest to be declared. No declarations were made.

### **Agenda Item 3. Minutes of Previous Meeting.**

The minutes from the last board meeting on **11 / 05 / 2022** was circulated to those present and the minutes were approved by the board.

**Proposed Resolution:** That the **11 / 05 / 2022** minutes tabled at the board meeting be accepted.

Proposed By: PF

Seconded By: PM

### **Agenda Item 4. Client Services Update.**

**AR** discussed with the board the work relating to clients, media and legal items relating to recent developments in clients' criminal cases. **AR** highlighted client issues in relation to the DPP and cases not being prosecuted of 25 victims. (16 D4P clients). **AR** enlightened the board regarding the reasons why the cases will not be prosecution. **AR** explained the legal reasons given to clients by the DPP and Gardai and the ramifications of these. Further research is needed by the advocacy staff. Using her legal and human rights knowledge in **AR's** opinion is that this needs to be further legally reviewed given the emphasis made by the DPP according to the Gardai to the clients that there was a heavy reliance on a previous Judgement from the Court of Criminal Appeal regarding totally separate cases.

Clients were informed of the cumulative factors of delay, the cognitive & physical health of the accused, his age & the historic nature of the allegations. The majority of them felt they were not adequately supported, informed and assisted with this issue by the local Garda. **AR** informed the board of **AR's** interaction with the local Gardai. The head of the team accepted that they could have done things differently. But the GLA (Garda Liaison Officer) seemed to fail to see how the process of was difficult and traumatizing for clients. . Clients contacted the service distraught, and **AR** sought approval to seek legal advice on behalf of the client.

**EF** said that **AR's** information suggested that there was secondary victimisation of clients by the Garda and that all 25 clients' have been clumped together as 1 case not individual criminal victims. **POT** confirmed they are dehumanising victims and adding to their trauma. **AR** conveyed the importance of stating on P.T at RTE that the victims were children at the time and should be treated as if they were victims of sexual abuse as children today. Not historical cases that happened to men.

**AR** confirmed with the board that 'expert opinion' and clients' evidence of abuse they suffered will be on P.T at RTE show. **AR** sought approval from the board on her angle and her 2 mins segment. Board agreed **AR** needs to limit what is said live on air, seek legal advice if need, and disseminate our key concerns via digital media. **PM** asked **AR** to confirm with P.T at RTE that he needs a briefing document post any recording if he is going to be interviewed.

### **Agenda Item 5. Governance Matters to be addressed.**

Board Members were asked to approve and sign revised *Conflicts of Interest & Loyalty Policy, Conflicts of Interest Declaration, Meeting Conduct & Procedures, Code of Conduct for Charity Trustees, Non-Disclosure Agreement*. Under policy and procedure these documents needed reviewing and resigning after 3 years. These new amendments were approved by all board members and signed on the night by all trustees.

### **Agenda Item 6. Funder & 3<sup>rd</sup> party issues to be addressed.**

No funder or third-party issues were raised at this meeting, other than the need to continue to seek future funding from other sources.

### **Agenda Item 7. Human Resources Update.**

**AR** discussed with the board her need for a researcher and the expected costs associated with it. **PF** discussed the costs and explained the limitation of funding and that funds in the bank do not reflect additional funding to be spent. **PF** confirmed that the CSVC project was delayed from Jan to Oct in 2022 thus the additional funds are to be spread over the lifetime of the project. Not the year just this year. **AR** agreed with **PF** understanding and explained her need for help.

No decisions was approved to hire additional paid staff for research or other purposes to assist the CEO. It was agreed that this would be looked at again at the next Board Meeting.

### **Agenda Item 8. Financial Matters Update.**

**POD** informed the board that AIB has opened a Deposit Account for D4P, **POD** asked the board will he keep open this deposit account with the same signing mandate as all accounts. This account will have no debit cards but will be accessed only by online banking.

**Proposed Resolution:** The board agreed that this deposit account is not required at present and should be closed before the year end.

Proposed By: PM

Seconded By: PF

**POD** informed the board that further documents need signing in relation to a second current account for D4P own funds and national lottery funding. Documents were signed by the Chairperson & Treasurer.

**Proposed Resolution:** That the second account should be opened as instructed by POD with the same signing bank mandate.

Proposed By: PF

Seconded By: PM

**POD** informed the board that the last banking proposal agreed by the board included BS and POD as the authorised signatures. POD pointed out that as BS has resigned that AR should be added to the new AIB accounts for dual authorisation and in case of incapacity of POD. POD reminded the board needed to propose this and it be minuted.

**Proposed Resolution:** That the new bank mandate for all accounts of AIB and AIB's Online Banking should have AR added.

Proposed By: PF

Seconded By: EF

### **Agenda Item 9. Board Matters Update.**

**AR** discussed with the board members the circulated draft Strategic & Operational Plans. Discussions took place around the contents and **EF** raised the point that there were no future plans included in the strategy. There was too much focus on present strategy in her opinion. There is no scope for development, growth, and aspiration. **AR** said she had confirmed the content by comparing this with other similar organisations strategic and operational plans but agreed to review the documents with a view to the future also. **EF** confirmed that the operational targets need to be included in this report. **AR** confirmed the Annual Report is in progress and will be delayed due to a heavy workload with client, legal and media engagement

Agreement was made that **AR** and **POD** would review and revise the Strategic and Operations Plans and represent for approval at a later stage. Board Members agreed to read and advise on content of the plans currently presented and offer advice on additional items.

That the proposed draft Strategic and Operational plans were not approved and are to be revised.

### **Agenda Item 10. AOB**

**PM** confirmed with the board that **MA** had submitted his resignation via email citing personal commitments back in May. **PF** and **POD** agreed to removed **MA** and **POT** from the CRO and the CRA at their earliest convenience next week.

**Proposed Resolution:** That the resignations are accepted, and replacements are needed. The Boards agreed to advertise new roles on Boardmatch and the local papers for experts in the areas of Legal, HR, Governance.

Proposed By: EF

Seconded By: PM

**AR** reiterated to the board the dedication of the staff and how well they are all working together and in supporting clients and herself in managing the service. **AR** wished to convey to the board her appreciation of the staff and the board in supporting her and advancing the service.

The meeting was brought to a close by **PM** and at **21.48**