

Caranua Board minutes 21st May 2020

Present: David O’Callaghan, Damian Casey, Patricia Carey, Francis Treanor, Katherine Finn, Frances Harrington, Tom Daly

Apologies: Phyllis Morgan Fann, Richard Heeney

In attendance: Rachel Downes, Michael Fitzpatrick (Secretary), Sinead Dwyer, Jane Merrigan

Item	Discussion	Decision Action	Update from last meeting
1. Quorum, Apologies and Conflicts of Interest Declarations	<p>The Chair noted that there was a quorum present and that apologies had been received from two Board members who were unable to attend.</p> <p>No member had declared a conflict of interest in the Agenda.</p>		
2. Minutes of the last meeting	<p>Minutes of the last Board meeting from 16th April 2020 were agreed. No issues arising from the minutes.</p> <p>Minutes from 16th April: Proposed by: Tom Daly Seconded by: Francis Treanor</p>	DOF will pass Board minutes from the last ordinary Board meeting to the Head of Communications to publish on the website.	
3. Report from Executive	<p>An Executive Report was presented by the CEO covering the following:</p> <ul style="list-style-type: none"> • COVID-19 Update <ul style="list-style-type: none"> - All staff are working from home since 18th March. On a twice weekly basis, a member of staff is going to the office to process incoming and outgoing post including cheques to Survivors. 		

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	<ul style="list-style-type: none"> • Staffing Update: INFORMATION REDACTED • Services Update: <ul style="list-style-type: none"> - All survivors who applied after the 2018 timeline and were eligible for funding supports have been assigned - 5 new assessment calls for the month to date and 337 open applications • Department of Education and Skills Update: INFORMATION REDACTED • Communications Update: <ul style="list-style-type: none"> - Agreed with DES that a joint annual report will be prepared for 2019 and 2020 due to Caranua ceasing operations - No further Outreach or One to One meetings planned due to Covid-19 <p>The CEO presented an update for the Chairperson as of 6th May covering the following:</p> <ul style="list-style-type: none"> - Details of payment runs for the past eight weeks - Projected deficit reported at the end of March now showing a potential surplus due to lower funding projections for 340 open applications <p>Following this update, the Board approved the following decisions:</p> <ul style="list-style-type: none"> - Extend operations by one month as current situation is impacting on Survivors accessing quotes. It was agreed that this is the final extension of operations. <p> INFORMATION REDACTED </p>		

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4. Finance and Risk Matters	<p>The DOF gave a Finance update as of 30th April 2020 based on projections to 30th September 2020, including:</p> <ul style="list-style-type: none"> - Cash balance - Provision for 348 open applications - Provision for current appeals - Projected administration costs to wind-down <p>The main categories of spend by service area (Housing, Health, Education, Socially Active & Connected) and number of payments were reviewed as of 14th May 2020.</p> <p>The Board feel strongly that the Department will have to put a caretaker in place to manage, for example, the C&AG audit of 2020 Accounts and uncashed cheques. A business case submitted to the Department to second a member of staff to assist Finance approaching the wind down is on hold due to pandemic.</p>	Dialogue with the Department will continue ongoing.	
5. Quotation Cost Revision Proposal	<p>The CEO presented a proposal to the Board to increase the funding thresholds that apply to quotes, so that the remaining 341 Survivors with open applications will find it easier to access quotes and avail of funding supports during the pandemic.</p> <p>The Board approved this proposal in light of the exceptional circumstances and the difficulties experienced by applicants in accessing quotes to support their open applications.</p>		

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	Following Board approval, the proposal is subject to approval by the Department of Education and Skills.	CEO will write to the Department requesting approval to implement this proposal as soon as possible.	
6. Evaluation Report	<p>The CEO provided a brief update on the Evaluation report noting:</p> <ul style="list-style-type: none"> - The researcher will interview Survivors until there is a representative sample - The researcher will interview a representative from the Department - Remote interpreting will take place next week for deaf applicants - Questionnaires will be sent to Survivor support groups and counselling services - It was suggested that the final report sets out at the beginning how many Survivors were invited to contribute to the report compared with the actual number who participated - The report is on schedule to be completed by the end of June 2020 		
7. Correspondence	In follow up to correspondence referenced at the last Board meeting, the Office of the Ombudsman has confirmed that Caranua has taken all reasonable steps to manage the case effectively.		
8. AOB	The CEO and HOC are meeting with other members of the organising committee of the survivor conference 'Facing the future together' on 22 nd May. The committee are working to finalise the amendments for the conference report.		
9. Next meeting	<p>The next Board meeting is scheduled for 25th June.</p> <p>The next Audit and Risk Committee meeting is scheduled for 15th June.</p>		