



Rialtas na hÉireann
Government of Ireland

High Level Task Force on COVID-19 Vaccination

30 November 2020 Meeting

Updates, decisions and actions from meeting

High Level Task Force on COVID-19 Vaccination

Monday 30 November 2020, 14:00 - 15:30

Updates, decisions and actions arising from meeting

1. Attendees

A. Members in attendance	B. Additional attendees in support
Prof. Brian MacCraith, Task Force Chair	<i>i. Task Force Secretariat</i>
Dr Tony Holohan, Chief Medical Officer, DOH	Kate Waterhouse, Task Force Secretariat
Fergal Goodman, Assistant Secretary, Health Protection Division, DOH	<i>ii. In Attendance</i>
Liz Canavan, Chair, Senior Officials Group on COVID-19	Dr Lorraine Doherty, Clinical Director Health Protection, HSE
Paul Reid, Chief Executive Officer, HSE	Sean Bresnan, National Director of Procurement, HSE
Dr Colm Henry, Chief Clinical Officer, HSE	Gerry O'Brien, Director, Health Protection, DOH
Paul Quinn, Government CPO and CEO, OGP	Deirdre Watters, Head of Communications, Department of Health
Barry Lowry, Chief Information Officer, OGCI	Dr Ronan Glynn, Deputy Chief Medical Officer, DOH
Dermot Mulligan, Assistant Secretary, Innovation and Investment Division, DETE	<i>iii. Programme support</i>
Martin Shanahan, Chief Executive Officer, IDA	Michael McDaid (PwC), Programme Office
Dalton Philips, Chief Executive Officer, DAA	Yvonne Mowlds (PwC), Programme Office
Lorraine Nolan, Chief Executive, Health Products Regulatory Authority (HPRA)	David McGee (PwC), Programme Office
Rachel Kenna, Chief Nursing Officer, Department of Health	
Derek McCormack, Expert on Cold Chain Logistics	

2. Updates, decisions and approvals by Task Force

At the meeting, the Task Force:

1. Welcomed new members Dr Lorraine Nolan, CEO Health Products Regulatory Authority; Ms Rachel Kenna, Chief Nursing Officer, Department of Health and Mr Derek McCormack, Expert in Cold Chain Logistics, as well as Deirdre Watters, Head of Communications, Department of Health, who will be in regular attendance.
2. Reviewed progress on actions from previous meeting, noting completion of seven actions and progress on the remaining two (listed below), and agreed that the Task Force is on track to meet the 11 December deadline for submission of the COVID-19 Vaccination Programme Strategy and Implementation Plan to the Taoiseach.
3. Considered vaccine updates from the HSE and HPRA, and agreed Sean Bresnan to liaise with the HPRA in respect of commissioning and validation requirements for ultra-low temperature (ULT) freezers.
4. Reviewed and agreed the finalised programme structure, including seven workstreams and the appointment of SROs for each, and noted that this integrates the work ongoing across the HSE and Department of Health.
5. Acknowledged that the HSE has restructured the HSE Covid-19 Vaccination Implementation Team to align with specific workstreams within the Task Force work programme.
6. Noted that detailed discussions have been taking place with the National Immunisation Office (NIO), and agreed that Lucy Jessop, NIO, will be added to the National COVID-19 Vaccination Working Group.
7. Discussed key issues, including the required IT infrastructure, workforce planning and model of vaccination delivery, and agreed that:
 - a. A paper on cohort prioritisation will be advanced this week at NPHE. The ultimate decision on this matter will be taken by Government
 - b. A DPIA will be need to be prepared and the OGCI suggested that GDPR issues be discussed in advance with the Office of the Data Protection Commissioner
 - c. The Working Group will identify any need for additional knowledge, understanding or resources in relation to key issues as soon as possible.

8. Held a broad discussion on communications, agreed the importance of widely communicating progress in respect of the vaccine approval process and the details of the Vaccination Programme, and agreed that this element of the Strategy will be delivered through and by the relevant Departments, Agencies, officials and clinicians as part of that plan.
9. Re-affirmed commitment to agile decision-making and flexibility of plan.
10. Agreed the next meeting of the Task Force will take place on 7 December at 14:00, and will focus on the Strategy and Implementation Plan.

3. New actions agreed 30 November by Task Force

#	Action	Owner	Status
1	To issue press release on second meeting of Task Force	Liz Canavan / Prof. Brian MacCraith	Completed, statement issued 30.11.20
2	Lucy Jessop, National Immunisation Office (NIO) to be added to Working Group	Prof. Brian MacCraith	Completed
3	Sean Bresnan to liaise with the HPRA in respect of commissioning and validation requirements for ULT freezers	Sean Bresnan, Dr. Lorraine Nolan	Completed
4	Working Group to identify need for additional knowledge, understanding or resources arising from end-to-end process workshop meeting 1 December	Programme Working Group	Completed
5	Meet Office of Data Protection Commissioner on GDPR and complete DPIA	Barry Lowry, Prof. Brian MacCraith	In progress
6	Paper on prioritisation will be advanced this week. This will be a matter for consideration by Government	Dr Tony Holohan	On Track – Advanced to NPHET on December 3rd
7	Agree immediate approach to management of communications with media	Deirdre Watters, Liz Canavan	Meetings with Deirdre Watters and Eileen Hearne

			(GIS) have taken place. Communication strategy on agenda for TF meeting 7 December
8	Circulate drafts of Strategy and Implementation Plan to TF before 7.12.20	Prof. Brian MacCraith	On track - to be circulated 6th December

4. Update on actions in progress on 30 November

#	Action	Owner	Status
1	To clarify how Task Force interacts/engage with existing organisations, bodies, statutory and other processes	Prof. Brian MacCraith / Programme Office / Dr Tony Holohan / Liz Canavan	In progress
2	Progress development of programme plan and critical path	Prof. Brian MacCraith / Programme Office	In progress

5. Actions completed by 30 November

#	Action	Owner	Status
1	To issue statement on Task Force	Liz Canavan / Prof. Brian MacCraith	Completed, statement issued 24.11.20
2	To mobilise the programme structure	Prof. Brian MacCraith	Completed, first meeting held 27.11.20
3	To set up Programme Office	Prof. Brian MacCraith	Completed
4	To review and confirm the workstream structure and appoint the SROs by close of business 24 November	Liz Canavan / Prof. Brian MacCraith / Paul Reid / Fergal Goodman / Dr Tony Holohan	Completed by 27.11.20
5	Confirm the detailed process for vaccine orders	Prof. Brian MacCraith / Sean Bresnan / Fergal Goodman	Completed

6	To modify overall objective to reflect Task Force comments.	Prof. Brian MacCraith / Dr Tony Holohan	Completed
7	Offers of help to Task Force to be coordinated through Sean Bresnan	Prof. Brian MacCraith / Sean Bresnan	Completed