



**MINUTES OF MEETING HELD ON
26th FEBRUARY, 2019**

In FET Centre, Raheen Campus, Raheen Business Park, Raheen, Limerick

Present: Cllr. Mary Howard, Chairperson
Ms. Joan Aherne
Mr. Tony Brazil
Mr. Michael Cregan
Cllr. Michael Donegan
Ms. Mary Flanagan
Cllr. Marian Hurley
Mr. Gabriel Keating
Mr. Sean McMahon
Mr. Gordon Mewis
Cllr. Ann Norton
Cllr. Richard O'Donoghue
Cllr. Kieran O'Hanlon
Cllr. Elena Secas
Cllr. Lisa Marie Sheehy

In attendance: Mr. George O'Callaghan, Chief Executive
Ms. Shelagh Graham, Director of Organisation and Development
Ms. Bernadette Cullen, Director of Schools
Ms. Mary Troy, Head of Finance
Mr. Denis O'Brien, Head of ICT & Corporate Services
Ms. Aileen O'Sullivan, Recording Secretary

1. Apologies/Condolences

Apologies: Cllr. Cathal Crowe
Cllr. Liam Galvin
Cllr. Michael Hillery
Mr. Donal O'hAinfein
Mr. Paul Patton, Director Further Education & Training
Mr. Eamon Murphy, Head of Capital & Procurement

Condolences:

- Ms. Treasa Ni Mhaolacháin, Gaelcholáiste Luimnigh, on the death of her brother, Mr. Michael Melican
- The O'Brien and Fitzpatrick Families on the death of Ms Rosemary O'Brien, former teacher at Limerick School of Music

- Mr. Conor MacMuiris, Gaelcholáiste Luiminigh, on the death of his father, Mr. Eamonn Fitzmaurice
- Ms. Nike Adesiyan, Ennis Community College, on the death of her mother.
- Ms. Patricia Foley, Ennis Community College, on the death of her mother.
- Ms. Elizabeth Moroney, Ennis Community College, on the death of her father.
- Ms Jean O'Farrell, LCFE, on the death of her father, Mr Dan Sims.
- Ms. Carmel Ronan, LCFE, on the death of her mother, Mrs. Bridget McGovern.
- Damien Duggan, St Michael's Community College Kilmilhil, on the death of his father, Mr Michael Duggan.
- Ms Bernie Burke, St. Michael's Community College, Kilmilhil on the death of her mother
- Ms. Anita O'Dwyer, St. Michael's Community College, Kilmilhil, on the death of her father Mr Pascal O Dwyer
- Mr. Martin Davy, St. Michael's Community College, Kilmilhil on the death of his sister Ms Carmel Davy.
- Ms. Carmel O'Doherty (Limerick Education Centre) on the death of her mother, Christina O'Doherty
- Ms. Michelle Carey, Colaiste Mhuire, Askeaton on the death of her father Michael Carey.
- Mr Dick Bowler, LCFE, on the death of his Mother-in-law Ms Christina Doherty
- McInerney family on the death of Daniel McInerney (student Thomond College)

2. Adoption of the Minutes of the Previous Meetings

Minutes of Meeting held on 22nd January, 2019, were confirmed and signed on the proposal of Cllr. Gabriel Keating, seconded by Mr. Sean McMahon.

3. Matters Arising from the Minutes

Cllr. Richard O'Donoghue explained to the Board that the road for Croom will cost in the region of €2.2m.

The CE advised that the road would be in place for the opening of the new school.

4. Correspondence

DEPARTMENT CORRESPONDENCE

- CL 0002/2019** Re: Code of Practice for the Governance of Education and Training
9th January, 2019
Boards.
- CL 0003/2019** Re: Good Practice Guidelines in relation to Contracts for the Provision of
9th January, 2019
Goods and/or Services.
- CL 0004/2019** Re: Post-Graduate Diploma Programme of Continuing Professional
5th February 2019
Development for Special Education Teachers, 2019/2020.
- CL 0005/2019** Re: Graduate Certificate in the Education of Pupils with Autism Spectrum
5th February 2019
Disorder (ASD) for teachers working with Pupils with ASD in Special
Schools, Special Classes or as Special Education Teachers in mainstream
Primary and Post-Primary Schools, 2019/2020.
- CL 0006/2019** Re: Post-Graduate Certificate/Diploma Programme of Continuing
4th February 2019
Professional Development for Teachers working with Students with Special
Educational Needs (Autism Spectrum Disorder).
- CL 008/2019** Re: Special Education Teaching Allocation.
February, 2019
- CL 0010/2019** Re: Policy on Gaeltacht Education 2017-2022.
February, 2019
- CL 0011/2019** Re: Invitation to Primary And Post-Primary Schools in Gaeltacht Language-
February, 2019
Planning Areas to Consider Joining The Gaeltacht School Recognition
Scheme In 2019.
- CL 0014/2019** Re: Approved Allocation of Teaching Posts 2019/20 School Year.
February, 2019
- CL 17/2019** Teacher Fee Refund Scheme 2018.
February, 2019
- CL 0016/2019** Home School Community Liaison Scheme: Assignment of Home School
Community Liaison Coordinators within DEIS schools
- CL 0015/2019** Scheme to Share Teachers between Recognised Post-Primary Schools for
the 2019/2020 School Year

On the proposal of Cllr. Elena Secas, seconded by Ms. Mary Flanagan Circular Letters CL 0002/2019 to CL 0014/2019 was adopted.

OTHER CORRESPONDENCE

Fr: Quality and Qualifications Ireland (QQI) **Re: Quality Improvement Progress Reporting and Activity 2019.**
15th February, 2019

Fr: Office Of The Comptroller & Auditor General **Re: Audit of Limerick and Clare ETB Financial Statements 2018.**
12th February, 2019

5. Chief Executive's Report Incorporating Post Primary Education & Further Education and Training

EDUCATION REPORT

Principals Forum Meeting

A meeting with Principals was held on Wednesday 23rd January areas considered were planning for 2019/2020, Admissions to School Act 2018, Junior Cycle for Teachers, Religious Education in Schools, the revised parental complaints procedure, quality learning and teaching and supports for senior management in schools. The Mid-West Jobs Taskforce Chairperson Ms Eimear Brophy and Manager Mr. Joe Leddin presented on the various initiatives to support innovation in STEM and partnership with schools.

SEN Task Group

The SEN Task Group met on 5th February to support and plan for the implementation of Circular 0014/2017 Special Education Teaching Allocation the first Phase of the will be evaluated by Dr Johanna Fitzgerald Mary Immaculate College entitled

Leading a Whole School Strategic Response to Inclusive and Special Education in Post-Primary Schools: Review of a Pilot Project in Six Post-primary Schools. Further updates on this project will be provided. The Department of Education and Skills Inspectorate are very interested in the pilot in developing a whole school approach to inclusive education. Further updates on the pilot will be presented to the ETB Board.

Safeguarding Task Group

A meeting of the Safeguarding Task Group was held on Thursday 14th February this group has representation of both schools and Further Education and Training to support schools and centres in the implementation of the Children First National Guidance for the Protection and Welfare of Children 2017. Training has been rolled out in schools and centres. A number of draft policies and procedures were considered with an audit on further training needs is planned.

Local Creative Youth Partnership (LCAP)

The Department of Education and Skills hosted a meeting with the Department of Children and Youth Affairs and the Department of Culture, Heritage and the Gaeltacht to discuss the Creative Ireland programme Creative Youth Partnerships on Thursday 7 February. LCETB will plan closely with the other two ETBs who were awarded a LCAP and will seek to add value to existing programmes with young people in formal and non-formal education settings and programmes.

Colaiste Ide agus Iosef, Abbeyfeale

Congratulations to the schools TY Wheelchair Basketball Team who were victorious on the 13th February and are now south west wheelchair basketball champions. They go onto the all-Ireland finals in March in the National Basketball Arena in Tallaght.

FET Division – CE Report

ACTIVE INCLUSION SUPPORT SERVICE

FET Centre – Kilmallock Road Campus

The aim of the AISS is to contribute to breaking the cycle of disadvantage that can prevent some from fulfilling their full potential and to foster an on-going organisational wide commitment to strengthen inclusive practices and policies. The Active Inclusion Support Service is responsible for developing and promoting a coordinated FET Division response to tackling educational disadvantage across all FET Provision from L1 to L6.

This AISS, with reference to national policies & frameworks, will foster stronger links with local communities and co-ordinate a coherent response to greater social mobility and to the local region's education and training needs.

The AISS will develop supports for all areas of FET in relation to community engagement & will build on current good practice in this area. Using a Universal Design for Learning (UDL) approach, areas for development include:

Access and Engagement: This area is focussed on developing enhanced outreach activity and support at key transition points in order to widen access to and participation in LCETB FET Programmes by under-represented groups in the community. This includes developing pilot projects targeting learners from socio-economically disadvantaged backgrounds (including unemployment blackspot areas) lone parents, members of the Irish Traveller community, vulnerable migrants, learners progressing within FET programmes and people with disabilities.

Learner Health and Wellbeing: Actions under this area will ensure that LCETB FET programmes are mindful of and respond appropriately to learner's emotional, behavioural, health and mental well-being needs and contribute to learner persistence.

Learning Support: Building on current good practice, actions will ensure that LCETB FET learners are given the supports needed to become autonomous, confident and effective learners and successfully meet their learning goals.

Equality, Diversity and Inclusion Practice: Activity in this area will support learners and staff to work together to achieve a culture of equality, inclusivity and diversity.

COMMUNITY EDUCATION

FET Centre – O’Connell Avenue Campus

Community Education classes in Moyross have resumed in the newly refurbished and enlarged Community Enterprise Centre. During the refurbishment work classes re-located to other venues including the adjacent Corpus Christi School. Three rooms have been designated for Community Education in the CEC and since January three courses, Yoga, Sewing and Fitness have started. The Moyross Adult Education group with membership from the CEC, the Residents Association, Crèche and School, co-ordinates the provision of Community Education in the area.

VTOS

FET Centre, Kilmallock Road Campus

VTOS KRC is promoting a new Healthcare Support L5 Award. The aim of this course is to provide new and essential modules in Healthcare: Palliative Care and Maternity Care Support as well as six other related modules. These will be delivered on a 'block', modular basis to ensure 1) early leavers do not leave without accreditation and 2) teaching resources are utilised to the best capacity. A new lower level Key Skills course is also being promoted.

One VTOS learner from Rwanda featured in a half-page article on the Irish Times in the 'New to the Parish' series. Great praise was given to the Scheme on behalf of this learner and his wife, an ex VTOS learner.

Individual learner reviews have commenced in VTOS, whereby every learner is interviewed by their course leader to hear their progress and develop a progression plan for 2019-2020.

A new English Language support software programme is being used to great effect in VTOS. Entitled 'Reading Horizons', this programme allows the learner to study a digital language programme which is aimed at their particular level and needs.

VTOS Teachers participated in a staff information day in January. National Policy updates and LCETB Strategic planning were discussed and feedback provided from staff.

Learners from Office Administration, Care Skills and Retail Skills carried out work placements in companies across the city. While teachers faced considerable challenges in supporting the learners to find relevant work placements due to intense competition, almost everyone was accommodated in the finish. VTOS is liaising with the FET Manager to develop a strategy for enhancing work placement provision.

Meetings for the ERASMUS+ RISE and DEMOS projects are ongoing and new projects will be implemented over the coming months. Two newsletters are available, developed by VTOS, LCETB.

The VTOS Co-ordinator is Vice-Chairperson of the NAVC and continues to attend these meetings. All courses are currently being reviewed to assist with planning for 2019-2020, particularly with an emphasis on employability. VTOS staff continues to meet each Wednesday as part of the Croke Park Agreement.

FET Centre, Ennis Campus

A cross-section of management, staff and learners at the Clonroad Campus have come together over the past few years to develop a programme under the The Pieta House Amber Flag initiative. This initiative aims to create "healthy, inclusive environments that support mental well-being". The Amber Flag Committee, chaired by Mary Flanagan work together to develop a number of initiatives throughout the year which contributes to wellbeing. There is an Amber Tree in the front hall at reception where you can pick a positive affirmation any day. An Annual Valentine Day event took place in the canteen whereby unwanted gifts were donated wrapped; tickets given to everyone at coffee break and upwards of 60 gifts were given out. There were smiles all round and a great feel good factor ensued in the whole campus. Those involved included Youthreach, Core Skills, BTEI, Administration, VTOS, Brothers of Charity Streetwise Programme and others. A great morning and a great initiative.

Ela Sooder, Website Coordinator and Public Relations Officer of the Association of Tour Guides in Ireland gave a presentation to Regional and Local Tour Guiding Learners in Ennis VTOS. At the presentation were current and former learners, staff and other invited guests. Developing links with industry is a core principle of Ennis VTOS. It enhances the teaching and learning and keeps learners focused on the current needs of all stakeholders.

CORE SKILLS

FET Centre, Ennis Campus

Working with Migrants and Refugees: Centres in Shannon, Ennis, Ennistymon and Lisdoonvarna offer a welcome space for migrants and refugees to seek information about classes and career opportunities. ESOL classes are available day and night, and this service is being expanded to include higher level learners. These learners are strongly encouraged to join other classes to assist them in the integration process. ESOL learners are enrolled in IT classes, craft classes horticulture and family learning classes where they have the opportunity to improve their English language skills in an authentic way. Several of the recent refugees from Syria have progressed to vocational courses within Shannon Training Centre and are receiving ongoing literacy/language support to aid the transition.

My Baby and Me: 41 parents participated in the 6 pilots across Clare, comments from parents included that the course ...'was a lifesaver,' 'was an opportunity for parents to meet up and for

children to socialise with other children.' Evaluations showed the parents were hungry to learn how to support their babies and do the best they can for them. A final event was held in Ennis in December for evaluation and to present certificates of completion. A follow-on course has been requested by parents; these will be developed and delivered in 2019.

IT for Active Citizenship Using Smart Technology: this new course was piloted in Shannon and proved popular with learners. Designed to be responsive to individual learner needs, learners worked with the tutor to identify whatever was needed to help them to be independent users of smart technology and the course was built around these needs. For many learners, this is the springboard they need to build the confidence to go on to pursue accredited IT programs. This is vital for employability and engagement in today's increasingly digital world.

FET Centre, O'Connell Avenue Campus

25 service users of Brothers of Charity, Daughters of Charity and Rehab Care received their QQI awards at an event in Limerick City Library on February 5th.

There were a number of Major awards in General Learning Level 1 presented to learners as part of this celebration. A great achievement!

The FET Manager, who presented the awards, used the analogy of a winning hurling team, to highlight the collaboration and hard work that goes into the achievement of these awards. Great credit is due in particular to the tutor, who steered the learners along the way and some of these recipients spoke on the day about how much they enjoy the courses.

HOSPITALITY EDUCATION AND TRAINING CENTRE

A female ex-trainee from NCW won Employees Award of the Year recently at the Radisson BLU. This included a holiday in Barcelona with flights, accommodation and expenses.

Two males ex trainees won Employee of The Year Award at The Strand Hotel.

A male Ex-trainee was awarded First Junior Sommelier in Dromoland Castle, all international training is being paid for by the company.

A female ex-trainee was promoted to Food & Beverage Manager also in Dromoland Castle.

Four trainees have placements travelling to France in April in Culinary and Food & Beverage Erasmus for three weeks.

A French teacher is visiting Hospitality for one week in March (Erasmus).

Hospitality will be at the Failte Ireland Stand Re: Skillslive in the RDS in March promoting Apprenticeship /Traineeships. The Institutes will also have stands.

New Course: Culinary Traineeship accredited QQ1 Level 4 (Full capacity), Barista and Cocktail courses with City & Guilds Accreditation.

The New Degree Programme with UL is progressing and Hospitality, Bar Operations and Food & Beverage started in Jan.

MUSIC GENERATION

Instrumental Hub in Kilkee

Clare: Applications for the new Instrumental Hub in Kilkee are now closed, with a total of 28 children registered to start after school tuition in guitar, concertina, banjo, music technology, singing and song writing. These lessons commence from May 2019 in St Joseph's Community College, Kilkee for an initial 'taster' 5 week term and will resume in September for a full 15 week term.

The new harp programme starts on Saturday 15th February in the Cuan Feasa building, Clon Road Campus, Ennis with 6 participants currently registered for the first 15 week term.

A new music programme for Youthreach learners has been devised and rolled out in the following four centres from February 2019: Scariff, Clon Road Ennis, Kilrush and Ennis Youth Service. This new programme is tied in with the QQI level 3 Music Appreciation Course and runs until June 2019.

Assessment of Adult Literacy and Numeracy

An internal evaluation report of the SOLAS/ETBI Initial and Ongoing Assessment of Adult Literacy and Numeracy at NFQ Levels 1-3 – Guidelines, Toolkit and Research Report has been completed.

Also completed planning process Re. FET PD Action Plan.

A Planning and Facilitation day for VTOS Limerick City staff on the current policy context to inform review of curriculum towards a clearer labour-market rationale for VTOS provision has taken place (Jan'19).

Organisation of AONTAS Learners Forum for LCETB learners will take place on 5th March 2019 in KRC.

Organisation of international seminar for Learning Limerick Festival will take place in Limerick (April 2019).

Audit Report of FET LLN Assessment procedures is completed.

A Facilitation of Action Planning for Community Education Limerick City has taken place - Re. implementation of recommendations from internal review (Jan 2019).

Collation of all FET annual reports is taking place to inform of FET Annual Report 2018.

YOUTHREACH

FET Centre, Hospital Campus

Brochures are available and distributed in the catchment area. Links between the Centre and Secondary School links have been established. Advertising of available courses are on www.learningandskills.ie.

Dedicated Career Guidance person is in the centre every Tuesday. This involves taking learners on one-to-one basis and looking at their future and what they are going to do when they leave the Centre. This at present with 6th years would involve help with applying to other Further Education Colleges, applications for apprenticeships, CV preparation/letter of application/online application for applying for College and jobs. Also visits are organised by Career Guidance officer to open days and various job fairs in the Mid-West. There is a continuous intake of learners throughout the year. There is a dedicated SENI centre with extra supports for learners with language, literacy and numeracy difficulties. Exemptions are applied for to the Department also.

Dedicated Learning and Progression plans in place for learners as mentioned above by Career Guidance Officer in particular 6th Year. Work placements is sourced in Centre (staff) and by learners.

Staff given the opportunity for CPD, for example First-Aid refresher course, Fire Warden Training, Driver Theory Tutor Training & Management Information Systems Training. Learning environment conducive to best and most up to date teaching and learning methodologies. ICT and TEL is promoted throughout.

Timetabled programme includes: Junior Certificate-CBA - Continuous Based Assessment .3rd years subjects are – English, Science & Business Studies.....2nd years subjects are Science, MFL- modern foreign language & Visual Art.

Two Year Practical Leaving Certificate Applied Programme is adhered to, including:

Continuous Assessment, Individual talent recognition, community as a classroom, work and career focus, success and achievement appraisal, different ways of learning and progression and pathways to further education, training or employment.

A Counsellor is in-house for three days per week. Mentoring timetable is in place in line with SEN initiative and Student Care Team is also in place (timetabled).

Actively engaged in consultations with LCETB, SOLAS, Department of Education & Skills, Department of Social Welfare and other relevant stakeholders. Effective partnerships with local community organisations (e.g. Work experience/Apprenticeships/Tidy Towns etc.). Adherence to all EU and Irish Government protocols in relation to Ireland's European Structural and Investment Funds Programmes 2014 – 2020.

Formal accreditation of Junior Certificate and Leaving Certificate Applied Programmes in conjunction with Department of Education & Skills guidelines.

One day SEN evaluation completed in January by all Staff members and Report drafted.

Adherence to MIS protocol in relation to Purchase to Pay systems, Programme Learner Support Systems, Funding Allocation & Requesting & Reporting etc.

Timetable is in operation for all staff and learners with appropriate teaching contact times adhered to and appropriate supervision and break times included. Daily staff briefings. Staff debrief on Mondays (General) & Tuesdays (Student reports). Main Staff Meetings every 6-8 weeks with appropriate Agenda.

ENTERPRISE ENGAGEMENT SUPPORT SERVICE

Employability Skills

Recent engagement is underway with companies including ABP Food Group a meat-processing plant in Rathkeale, the Irish Hotel Federation, Supermacs and agriculture retailers to deliver; IT, customer services, culinary and English language-for-work courses to low-skilled employees. Plans to engage with local tourism organised to develop further programmes.

Skills to Advance

'Skills to Advance' launched under SOLAS Employee Development Framework, Supporting Working Lives and Enterprise Growth in Ireland 2018-2021 that has been introduced to upskill and increase employee participation to address increasing productivity gap between MNCs and Irish SMEs. Planning template and budget request submitted to SOLAS on 1st February with proposed courses under STA routes 1, 2 and 3 for programmes in engineering, childcare, eldercare, hospitality, IT and cyber security. Review meeting with SOLAS on 28th February to agree implementation approach.

Limerick for Engineering

EESS is a key driver of the 2019 Limerick for Engineering interactive Showcase event that will take place in Shannon Airport departures hall on Thursday 7th March from 17:30 to 20:30. LCETB will be represented by the publicity and promotions team. This event was successfully launched on Friday 15th February at LIT with Inspire: Women for Engineering to promote women in engineering with talks from Gráinne Barry, Norah Patten, Samira Kaissi and Marian Corcoran about their STEM careers. EESS is connecting with Limerick and Clare ETB and other second level schools and schools from Kerry, Cork, Galway and Tipperary organising attendance at Inspire and Showcase events. As part of the showcase planning team Raheen and Shannon Campuses are meeting fortnightly to plan the interactive stand for event.

STEM Alliance

STEM steering group members - Regional Skills Mid-West, Mary Immaculate College, Action Plan for Jobs, Limerick and Clare Education and Training Board - met to discuss plans for STEM programme. Brainstorming session held at The Engine, Limerick with industry and framework introduced to LCETB schools at KRC Campus to on 4th February. STEM programme currently being developed that will link LCETB schools and industry.

Learning Limerick

UNESCO learning cities meeting which was hosted in Dublin on 24th of January planning for festivals and sharing UNESCO city updates. Events planned across Limerick and Clare for 2019 Lifelong Learning Festival 8th to 14th of April. Flagship event will take place on 10th of

April Learning City / Region Seminar with Cork, Belfast, Dublin and Derry learning cities as visiting speakers.

Explore Initiative

Following the success on the 2018 initiative, the 2019 Digital Skills Training for Manufacturing Employees has been launched by Regional Skills Mid-West with programmes starting on 20th March (27th February in Tipperary). 46% of the 2018 participants subsequently signed up for FET evening courses, online courses, accredited and non-accredited hobby courses and one participant has signed up for a higher education course with the University of Limerick.

6 Finance, For Adoption

On the proposal of Mr. Sean McMahon, seconded by Mr. Gordon Mewis, the Financial Report for February was adopted.

On the proposal of Cllr. Kieran O'Hanlon, seconded by Ms. Mary Flanagan, the 2018 Service Plan was adopted

Mr. Tony Brazil congratulated the Finance Officer and her team on the work done in preparing the Service Plan. He also expressed his view that the Board needed to proactively expand Limerick College of Further Education and the Limerick School of Music through seeking new premises.

The CE responded by stating that preliminary discussions had been made with Limerick City and County Council to seek premises for the School of Music, however, this is at a very early stage.

The Finance Committee also stated the important that a member of the Finance Team be present when opening tenders where the value is greater than €100,000

The Finance Officer had arranged training on travel expense claim completion for members. However, as only a few availed of this to-date training will continue to be provided for any members who wish to avail of it.

7. Board of Management Minutes, For Adoption

On the proposal of Cllr. Richard O'Donoghue, seconded by Cllr. Lisa Marie Sheehy, the following Board of Management Minutes and St. John Bosco Community College Admission Policy were adopted

- a. Colaiste na Trocaire, Rathkeale
- b. Hazelwood College, Dromcollogher
- c. LCFE
- d. Castletroy College

9. Any other Business with the permission of the Chairperson

The Chairperson congratulated Bernadette Cullen on her appointment to Chief Executive of Tipperary ETB. Members also echoed her congratulations, passing on their good wishes on her appointment and thanked her for all her hard work and commitment over the years.

The CE added his own congratulations on her new position.

Bernadette thanked the Board for their commitment and co-operation over the years.

Cllr. Kieran O'Hanlon raised the issue of receiving Board of Management minutes on the night of the meeting – not sufficient notice given. The Head of IT assured the Board that the options of a School website being set up to host information for Board members or the setting up of LCETB e-mail addresses is currently being looked at.

Cllr. Marian Hurley mentioned visit by Minister for Education and Skills, Joe McHugh to several new school campuses which are underway in Limerick city. The Minister visited the site of the new school campus for Gaelcholaiste Lumnigh, located on Clare St.

Ms. Mary Flanagan informed the board that the FET division are hosting an International Conference on Family Learning in Clare on the 28th and 29th March 2019. She asked that someone from the Board might advise the Minister about attending this Conference.

Next meeting: 19th March 2019

(Signed) GEORGE O'CALLAGHAN,
Chief Executive.

Signed:



Chairperson of meeting held on 19th March 2019.