

Minutes of a Special meeting of the Board of Governors of the Central Remedial Clinic held on Monday 25th March 2013 at 5.00pm in the Boardroom of the CRC.

Present: Mr. H. Goulding (In the Chair)
Mrs. H. Jameson
Mr. J. Nugent
Ms. A. Rice-Jones
Mr. M. Walsh

Apologies: Mr. V. Brady
Mr. B. Conlon
Mr. D. Martin
Mr. P. Ryan

Retirement of Chief Executive

The Chairman formally announced to the Board that the Chief Executive had expressed his wish to retire from his post and wished this to take effect on or about 16th June 2013.

The Board accepted his resignation with great regret. It unanimously expressed its admiration of Paul Kiely's long and dedicated service to the Clinic. His great competence and achievements were acknowledged and admiration expressed for the exemplary way in which he has always carried out his duties to the organisation.

It was agreed to invite Mr Kiely to join the Board of Governors after he has left his employment.

Retirement Package

The Chairman made a presentation outlining details of a proposed financial settlement which might be offered to Mr Kiely. The details of this package were discussed and comparisons made with the terms of the HSE Early Retirement Scheme of December 2010 for which Mr Kiely was ineligible only because he is not a member of the VHSS Pension Scheme. The proposed package was considerably less beneficial to Mr Kiely than these terms.

Ms Rice-Jones felt that the date of 16th June was unrealistic and unlikely to be achieved and there was universal agreement on this point. Whilst every effort should be made to make the new appointment as quickly as possible it opened up a very undesirable scenario if Mr Kiely were to leave before the new CE was in place.

The Board considered that the proposed arrangement was fair both to the CRC and to Mr Kiely and approved the package as presented, contingent upon receiving an undertaking from Mr Kiely that he would remain in his post until at least 30th Sept if

his successor was not in place. In recognition of this he is to be given an assurance that every effort will be made to minimise the timescale of the recruitment process with the goal of achieving the transition by 16th June.

Mrs Jameson wished it to be noted that she was reluctant to vote in favour of this retirement package because she did not want Paul Kiely to leave. She does so only on understanding the reality that his decision is irrevocably made.

Acceptance of this package was in line with the recommendation of the Remuneration Sub-Committee who had considered it at a meeting on 11th March.

It was agreed that details of the terms of Mr Kiely's settlement are confidential, and that a legally binding Confidentiality Agreement will be put in place.

Mechanism for Recruitment of New Chief Executive

The Chairman introduced a discussion about how the new Chief Executive was to be appointed. It is proposed that a recruitment company will be chosen to advise us on the process and undertake initial screening and interviewing.

He informed the meeting that he, Mr Nugent and Mr Conlan had had a preliminary meeting with MERC, a recruitment company to discuss the available options. We await a proposal from them. A second meeting is scheduled with another company, Amrop, which will be attended by the Chairman and Mr Nugent.

Salary level of the new appointee, and our approach to dealing with the HSE on this question were also discussed.

Recruitment Sub-Committee

It was decided that a Recruitment Sub-Committee should be formed to oversee the process of replacing the Chief Executive. The Chairman, Mr Nugent and Mr Conlan were nominated.

There being no further business the meeting concluded.

Chairman: H. Conlan

Date: 8-4-13