

**Report on Minutes of Education Finance Board
17th February, 2006**

Date	Topic	Decision
17.2.2006 Inaugural Meeting	Ministerial Order Chairperson pointed out that the Minister for Education & Science had signed a Ministerial order on the 16 th February, 2006 citing that the 17 th February 2006 was the establishment day for the EFB.	
	Minutes of Meeting 6th February, 2006	Approved.
	An Officer of the Department of Education & Science's Redress Unit outlined the position in relation to grandchildren and stepchildren.	It was agreed that, pending determination of future criteria, the criteria in place to the ad-hoc scheme would be used on an interim basis subject to an amendment to the first paragraph.
	Accommodation It was agreed that the office accommodation was considered to meet the needs of the Board. It was agreed that staff working on the Education Fund at NOVA would transfer to the new offices on 20 th February, 2006. A member of the board outlined the features of the webpage and email facility. He is to pursue a low call line for the EFB.	Members of the Board recorded their appreciation of the work done in this regard.
	Existing Data Base It was decided that the existing data base was effective and the Board should continue with this package. The PCs should be updated and a network system put in place. The EFB also require an accounts package and appropriate security and anti-virus software protection.	Appreciation was expressed for work carried out. Contact to be made with IT Unit in DES re purchasing of new PCs. A suitable network system would also be pursued.
	Finance Signatories for the drawing down of funds from the NTMA were agreed.	
	Travel Expenses It was agreed that travel expenses for members attending meetings of the Board would be met from EFB funds. An officer of DES agreed to make enquiries with the International Section of DES re assisting the Board with foreign travel arrangements	
	Secretary/Manager Post A copy of the job specification was circulated. A view was expressed that a survivor should be represented on the interview board.	It was decided to forward the specification to the Public Appointments Board in order to advertise the post.
	Deputy/Vice Chairperson It was agreed that a decision on this matter by consensus or vote would be made at the next meeting. Board members expressed their appreciation to the staff of RIRU for their assistance to date.	