



CENNZ 2021 AGM via zoom - 29th CENNZ 2021 AGM

Start time: 1000, 4th November 2021

Committee attending: Sue Stebbeings (Chair), Anna-Marie Grace, Natalie Anderson, Kaidee Hesford, Amy Button (secretary – minutes), Katie Smith, Kathryn Wadsworth, Keziah Jones, Suzanne Rolls, Tanya Meldrum

Committee apologies: Tina Konia

Member attendance: Kelly Hofmeester, Brooke Paterson, Corrina Rooderkirk, Polly Grainger, Lyn Logan, Sandy Richardson, Janet Atkinson, Sandy Duff-Timoti, Brooke Paterson, Jenny Percival, Harriet Short, Tracey Chisholm, Matt Comeskey, Emma Oppert, S Anderson, Diane Varey, Katy Cryer, Janet Andrews, Emily Fielder, Sonya Rider, Raewyn Ormsby, Suzy Lockwood, Kelly Hofmeester, Polly Grainger, Kate Cooper (non-member, standing in for Leona Robertson), Mary Muir, Amanda Harrison, Angela Joseph, Bridget Venning, Michelle Scully, Craig Jenkins, Sonya Curd, Rebecca Fenn, Sue Revell, Anne Doherty, Jill Smith, Raevoyn Ormsby-Lobo

Member apologies: Chelsea Brown, Jo Aston, Vinnie Joss, Libby Haskell, Greer Snyder, Anne Esson

Quorum: Require >28 attendees to reach quorum, 47 attendees present. Quorum has been reached AGM can proceed.

Welcome: Karakia by Sue. Committee members introduced.

Reminder to members that all AGM Papers are available online. These were circulated via email and on the website.

All members present asked if they wished to raise other matters. Nothing was raised by members. Agenda approved

Minutes of the previous CENNZ AGM 2020: Motion that the circulated minutes are accepted as the official record of the meeting. Mover-Sue Stebbeings, Seconder-Amy Button. **Call for vote;** Abstaining-0, All those for-39, All those against-0. The motion is carried.

Matters arising from minutes: Position statement on Clinical Nurse Specialists was revised from feedback during consultation in 2020. The statement was circulated for electronic voting as approved during 2020 AGM. Result = 30 votes for, none against, none abstaining. This meets quorum vote by CENNZ members and will be forwarded through NZNO document process

Correspondence to AGM: none received

*****Spot Prize #1 – Jill Smith*****

REPORTS: highlights from previously circulated reports read and opened for discussion prior to voting.

1. Chairpersons Report (Sue Stebbeings) – Sue read out parts of her whole report. Motion that the chairperson’s report is adopted; Mover-Sue Stebbeings, Seconder-Natalie Anderson. **Call for vote;** Abstaining-0, For-28, Against-0. The motion is carried.

2. Financial Report (Kaidee Hesford) – Kaidee gave a report on the CENNZ Audited accounts, Annual Account and Projected Budget. CENNZ is in a healthy financial position to support projected new projects.

Motion that the that the annual accounts be adopted; Mover-Amy Button, Seconder-Kez Jones. **Call for vote;** Abstaining-0, For-39, Against-0. The motion is carried.

Motion that the projected budget is approved for further development by the committee; Mover-Katie Smith, Seconder-Amy Button. **Call for Vote;** Abstaining-0, For-39, Against-0. The motion is carried.

3. NZNO Professional Nurse Adviser Report (Suzanne Rolls) – encouraged CENNZ members to make submissions on the Pae Ora Healthy Futures Bill that provides for new publicly funded health system structure and is currently at select committee. Also to continue to engage with safe staffing and CCDM review.

Motion that the PNA report is received; Mover-Suzanne Rolls, Seconder-Katie Smith. **Call for Vote;** Abstaining-0, For-40, Against-0. The motion is carried.

4. Membership Report (Kathryn Wadsworth) – Increased membership from last year (524 at time of AGM)

Motion that the membership report is received; Mover-Anna-Maire Grace, Seconder-Rebecca Fenn. **Call for Vote;** Abstaining-0, For-40, Against-0. The motion is carried.

5. National Triage Course Report (Katie Smith) – Katie presented a report on the last 12 months of the Triage Course. She spoke about the upcoming year and the possibility of taking the courses virtual, if F2F isn’t possible. Katie has completed her term on committee. She welcomed Tanya as the new Triage coordinator.

Motion that the triage report is received; Mover-Amy Button, Seconder-Janet Andrews. **Call for Vote;** Abstaining-0, For-40, Against-0. The motion is carried.

6. Journal Report (Natalie Anderson) – Natalie gave report on the CENNZ Journal and the changes going forward.

Motion that the Journal report is received; Mover-Katie Smith, Seconder-Anna-Marie Grace. Members given the chance to discuss the Journal. Sandy Richardson, thanked to Matt Comeskey for all his has done for the Journal up to this point. Sandy asked for request for submissions to be made towards journal. Also request for a Paediatric nurse to join the editorial team. Polly Grainger spoke about welcoming letters to the editor.

Call for Vote; Abstaining-0, For- 40, Against-0. The motion is carried.

7. Website & Social Media Report (Natalie Anderson) - Motion that the website and Social Media report is received; Mover-Anna-Marie Grace, Secunder-Rebecca Fenn. **Call for Vote**; Abstaining-1, For-39, Against-0. The motion is carried.

*****Spot Prize #2 – Amanda Harrison*****

8. Staffing Repository Report (Anna-Marie Grace) - Motion that the Staffing Repository report is received; Mover-Anna-Marie Grace, Secunder-Katie Smith. **Call for Vote**; Abstaining-0, For-39, Against-0. The motion is carried.

9. CNM & CNE Network Report (Anna-Marie Grace) - Motion that the CNM & CNE network report is received; Mover-Anna-Marie Grace, Secunder-Katie Smith. **Call for Vote**; Abstaining-0, For-39, Against-0. The motion is carried.

10. Advanced Emergency Nurses Network & ENP Report (Sue Stebbeings) – Sue read out extracts from the report. Then she welcome Rebecca Fenn who is starting as the new coordinate of AENN group.

Motion that the AENN & ENP report is received; Mover-Natalie Anderson, Secunder-Janet Andrews. **Call for Vote**; Abstaining-0, For-38, Against-0. The motion is carried.

11. Grants & Awards Report (Kathryn Wadsworth) - Motion that the grants & awards report is received; Mover-Polly Grainger, Secunder-Amy Button. **Call for Vote**; Abstaining-0, For-38, Against-0. The motion is carried.

Policy Remit: He Puawai Tapuhi Māori / Māori Nurses Education Grant - Motion that the policy remit is received; Mover-Sue Stebbeings, Secunder-Amy Button. **Call for Vote**; Abstaining-0, For-38, Against-0. The motion is carried.

Draft Safe Staffing Position Statement – circulated with AGM papers for discussion. Open for discussion by members; Sue Revell, concerned that the current document is very old and not fit for purpose. Sue Stebbeings spoke to the fact that this new document is an update old document and is open for discussion. Suzanne will send draft document to Sue Revell. Sandy Richardson said that recommendations are more written as statements of fact but need to be written with a stronger sense of this is “what needs to happen”. End document with strong recommendations – Polly and Sandy will send through input in writing. Angela Joseph agreed with Polly’s comments and will also send through her ideas in writing. Suzanne asked for a collaboration/ working group to be formed with key members in order to work on document so that it can be used to support safe staffing by end of the year. **Call for Vote**; to agree for a collaborative group to work on this document to ensure that it is finalised and moved forward in a timely manner; Abstaining-0, For-36, Against-0. This motion is carried.

*****Spot Prize #3 – Angela Joseph*****

CENNZ Awards (Kathryn Wadsworth):

Journal Award: no nominees this year

Kirsty Morton Award for triage: Grete Biggs

AENN Award: Kathryn Johnson

Foundation Award: Sandra Richardson

Foundation Roll of Honour: Ann Coughlan (2000), Elaine Riley (2001), Sheryll Petrie (2002), Jane Nimmo (2003), Jane Lawless (2004), Mike Geraghty (2005), Lynette Baines (2018) and Sandy Richardson (2021)

Life members Roll of Honour: Jane Bebbington (2003), Anne Smillie (2006), Elizabeth Walsh (2015), Wendy Sinclair (2019) and Rosie Simpson (2020)

Announcement of 2022 national committee:

Sue Stebbeings – Tai Tokerau / Northland (chairperson)

Anna-Marie Grace – Tāmaki Makaurau / Auckland

Natalie Anderson – Tāmaki Makaurau / Auckland

Kaidee Hesford – Midlands / Bay of Plenty (treasurer)

Amy Button – Te Matau a Māui / Hawkes Bay / Tairāwhiti (secretary)

To be confirmed - Mid Central – regional ballot as two nominations received 3rd November

Kathryn Wadsworth – Greater Wellington (membership, grants & awards)

vacancy – Top of South /

Keziah Jones – Waitaha / Canterbury / Te Tai o Poutini / West coast

Tanya Meldrum – Te Tai Tonga / Otago/Southland (incoming triage portfolio)

Tina Konia – Te Rūnanga, Te Matau a Māui

Suzanne Rolls – Professional Nursing Advisor, NZNO

Outgoing Committee Member: Sue spoke and thanked Katie Smith, outgoing committee member. Thanked her for all the time and effort she has put into the committee over the years and especially all the hard work she has put into the Triage portfolio, she will be missed.

Conference (Keziah Jones): Kez briefly shared about the conference, topic “Ready to Response”. Conference has been rescheduled for March 2022. Lots of great speakers involved and a “Gatsby” themed awards dinner.

Closing: Karakia by Sue. All members thanked for attending the AGM via Zoom. Acknowledge the hard work and perseverance of all emergency nurses over the last year.

Date, time, venue for next AGM. There will be a discussion forum and committee update as part of the next CENNZ Conference in March 2022. The timing of next AGM to be announced at that time.

Declare meeting closed: 11.16, 4th November 2021

Action Points arising from AGM:

1. Suzanne to email through draft of Safe Staffing document to Sue Revell.
2. Sue to organise zoom meeting with key members who are interested helping with safe staffing document.
3. CENNZ committee to meet again via zoom on 11th November, lots of topics that need discussion.