



CENNZ-NZNO AGM Minutes 2022

Preamble: Zoom meeting protocol

- Please mute your microphone when not speaking. You will still be able to hear the speaker. Mute by clicking on the microphone symbol which appears at the bottom of your screen. Remember to click on microphone again to unmute when you want to speak.
- Ensure that you have your full name (first and last) entered as your zoom name (this allows us to enter you on the attendance roll and confirm membership for voting).
- To change name on zoom: Hover your mouse over the 'participants' button. Click on the 'rename' option. Enter your full name and click 'save'.
- You can communicate using the 'chat' button at the bottom of your screen. The chat will be monitored and kept in meeting record. Any questions or comments can be entered into the chat.

The slide show will be presented by using the 'share screen' function.

Voting

- The AGM has a set formal process that can seem a little unusual.
- This is even more so with a virtual AGM. Many of you are very familiar with zoom meetings by now, but I ask all of you for your patience as we follow the required processes to enable the AGM to meet the regulations. We will keep things as concise as possible.
- When a motion is put to the floor, we will ask for a mover and seconder.
- If there is more than 1 person voting at your location, please add names of other people to the chat so that an accurate roll call can be taken.
- Voting will be by **poll**, except when there are more than 1 person voting from the same location. In that situation to enable all votes to be counted, we will need the votes to be entered into the chat – with the number for, number against, number abstained, Again we appreciate your patience with this.
- The votes will be verbalised by the chair. In rooms with more than one member – please record multi votes in the chat box

Welcome/ Karakia and Introductions:

1. I would like to call the meeting to order and declare the **30th** CENNZ 2022 AGM open. I would like to welcome all CENNZ members to the AGM. 1004.
2. Roll call – are there any apologies Tina Konia. Libby Haskell.
3. We have the required quorum to proceed. (5% membership 23 required, 29 in attendance)
4. Introduce national committee members.

Sue Stebbeings – Tai Tokerau / Northland (outgoing)
Anna-Marie Grace – Tāmaki Makaurau / Auckland (outgoing)
Natalie Anderson – Tāmaki Makaurau / Auckland (outgoing)
Wendy Sundgren – Tāmaki Makaurau / Auckland (incoming)
Lyn Logan – Midlands / Bay of Plenty
Amy Button – Te Matau a Māui / Hawkes Bay / Tairāwhiti (incoming chair)
Lauren Miller - Mid Central
Shannon Gibbs – Greater Wellington
Vacancy – Top of South /
Kez Jones – Waitaha / Canterbury / Te Tai o Poutini / West coast
Michelle Scully – Te Tai Tonga / Otago/Southland
Tina Konia – Te Rūnanga, Te Matau a Māui
Suzanne Rolls – Professional Nursing Advisor, NZNO

5. All AGM Papers are available to members. These were circulated via email and are on the CENNZ website, including the agenda.
6. Do any members wish to raise other matters, add a Notice of motion to general business or change the order of business? If not The agenda is approved.

Minutes of the previous AGM

7. These have been made available electronically to all attendees. We now wish to formally approve the minutes of the previous AGM -
Are there any additions, deletions or other correction to the minutes? No

If none CALL FOR A VOTE

That the minutes of the CENNZ 2021 AGM are accepted as the official record of the meeting. Mover: Kez Second: Lyn

Call for Vote:

All those abstaining? 1

All those for? 25

All those against? 1

Carried Yes

Matters arising out of the minutes:

Are there any matters arising? No

From last year's minutes

- **Position statement on Registered Nursing Staff Requirements in Emergency Departments** – the statement has been revised from feedback during consultation last year. The statement was circulated for electronic voting.

All those abstaining? 1
All those for? 26
All those against? 1

Carried Yes

Correspondence – Nil

*****Spot Prize 1** Lara Gleeson

Reports

Chairperson's Report (Sue Stebbeings)

Read out report

I would like to motion that the chairperson's report is adopted

Mover__Michelle _ Seconder ____Nat____

Open for discussion: Nil

Call for Vote:

All those abstaining? Nil
All those for? 28
All those against? Nil

Carried ____ Yes ____

Treasurers Report (Kez Jones)

Audited accounts

Read report

The treasurer puts a motion

I would like to motion that the that the annual accounts be adopted

Mover__Amy _ Seconder __Shannon_

Open for discussion- Nil

Call for Vote:

All those abstaining? Nil
All those for? 29
All those against? Nil

Carried ____ Yes ____

The Treasurer then presents the **projected budget** for the next financial year.

I would like to motion that the projected budget is approved for further development by the committee

Mover ___ Lauren _____ **Seconder** ___ Lyn _____

Open for discussion-

From Abby Golden- Will there be a revision of the Triage Instructor Payment.

Answer- Sue Stebbings: Yes. It has been revised as part of this CENNZ F2F meeting to get it aligned with the appropriate pay scale, Information will be sent out after this CENNZ Meeting.

Call for Vote:

All those abstaining? Nil

All those for? 29

All those against? Nil

Carried _____ **Yes** _____

NZNO Professional Nurse Adviser Report (Suzanne Rolls)

Read report

Following the chair puts a motion —

I would like to motion that the PNA report is received

Mover ___ Tanya _ **Seconder** ___ Nat _

Open for discussion

Call for Vote:

All those abstaining? Nil

All those for? 29

All those against? Nil

Carried _____ **Yes** _____

Membership Report (Lyn Logan)

Read report

Following the chair puts a motion —

**I would like to motion that the membership report is received
Mover_Nat _ Seconder _Michelle _**

**Open for discussion
Call for Vote:**

**All those abstaining? Nil
All those for? 29
All those against? Nil**

Carried _____ Yes _____

National Triage Course Report (Tanya Meldrum)

Read report

Following, the chair puts a motion —

**I would like to motion that the triage report is received
Mover_Amy _ Seconder __Lyn_____**

Open for Discussion

Call for Vote:

**All those abstaining? Nil
All those for? 29
All those against? Nil**

Carried _____ Yes _____

Journal Report (Natalie Anderson)

Read out report

Following the chair puts a motion —

**I would like to motion that the Journal report is received
Mover__ __Kez_____ Seconder __Tanya_____**

Open for discussion

Call for Vote:

**All those abstaining? Nil
All those for? 29
All those against? Nil**

Carried _____ Yes _____

******Spot Prize 2** Rick Foster

Website & Social Media Report (Natalie Anderson)

Read out report

Following the chair puts a motion —

I would like to motion that the website and Social Media report is received

Mover__wendy _____ Seconder __Shannon__

Open for discussion

Call for Vote:

All those abstaining? Nil

All those for? 29

All those against? nil

Carried _____ Yes _____

CNM Network Report & CNE Network Report (Anna-Marie Grace)

Read out report

Following the chair puts a motion — **I would like to motion that the CNM Network report and CNE network report is received**

Mover__Michelle_____ Seconder __Kez _____

Open for discussion: Nil

Call for Vote:

All those abstaining? Nil

All those for? 29

All those against? Nil

Carried _____ Yes _____

Advanced Emergency Nurses Network & ENP Report (Sue Stebbeings)

Read out report

Following the chair puts a motion —

I would like to motion that the AENN & ENP report is received

Mover__Tanya_____ Seconder __San_____

Open for discussion- Nil

Call for Vote:

All those abstaining? Nil

All those for? 29

All those against? Nil

Carried _____ Yes _____

Grants & Awards Report (Lyn Logan)

Read out report

Following the chair puts a motion —

I would like to motion that the awards report is received

Mover _Kez_____ Secondar ____Wendy _____

Open for discussion: Nil

Call for Vote:

All those abstaining? Nil

All those for? 29

All those against? Nil

Carried _____ Yes _____

Other Business

1. New business consists of items brought up for the first time at a meeting.
2. Any other business: members may raise minor matters not previously discussed. If a matter raised here turns out to be important, there are three ways to deal with it:
 - a. Place it on the agenda for the next AGM;
 - b. Call a special general meeting to deal with it;
 - c. Authorise the incoming national committee or some appropriate person to deal with it.

General Business

- Discussion- Nil Raised

REMITTS

Policy Remit: Endorsement of new CENNZ logo

Mover ___ Amy _____ Secorder ___ Lauren _____

Discussion –

Rachel Mills- What is the meaning behind the Logo?

Sue S- Explanation.

Jo King – Feeling saddened by the new Logo, Queried how it is reflection of the old.

Sue S- Explained about the transition of the logo & the colours.

Angela- Nga- should have a Macron – Acknowledged.

Sue R- Will we have badge to show that we are a college members-

Answer- Yes.

Call for Vote:

All those abstaining? 2

All those for? 28

All those against?

Carried _____ Yes _____

Policy Remit: Endorsement of Revised Position Statement on Triaging Away

Mover _____ Tanya _____ Secorder ___ Michelle _____

Open for discussion

Call for Vote:

All those abstaining?

All those for? 29

All those against?

Carried _____ Yes _____

Policy Remit: Endorsement of Revised Position Statement on Redirection from Emergency Department

Mover ___ Kez _____ Secorder ___ Tanya _____

Open for discussion-

Jo King- What has changed from feedback?

SueS: "Registered patient" was removed, and clear guidance was given about what should happen, which includes recommendations about documentation & Patient Tracking.

Ange J: further clarified that the patient should be triaged.

Rachel M: Full Set of Vitals- Is this needed for all patients, even minor injuries.

Discussion- It is recommended best practice.

Acknowledgement that the redirection is an important process and does take time.

Call for Vote:

All those abstaining?

All those for? 28

All those against?

Carried ___ Yes ___

Policy Remit: Endorsement on Establishing Honoraria for National Committee Members

Mover ___ Nat ___ Secondar ___ Kez ___

Open for discussion

Call for Vote:

All those abstaining?

All those for? 28

All those against?

Carried ___ Yes

SUBJECT FOR DISCUSSION.

- Nothing Raised

Spot prize 3 Julie Manning

CENNZ Awards:

- Life members Roll of Honour
- Foundation Roll of Honour
- Journal Award: No eligabe nominees this year.
- Kirsty Morton Award for triage: Rebecca Busing
- AENN Award _no nominees this year_
- Foundation Award - _no nominees this year__

Announcement of new National Committee and office bearers

Introduce the incoming national committee for the next year.

Brendon Tampus – Tai Tokerau / Northland
vacancy – Tāmaki Makaurau / Auckland
Wendy Sundgren – Tāmaki Makaurau / Auckland
Lyn Logan – Midlands / Bay of Plenty

Amy Button – Te Matau a Māui /Hawkes Bay / Tairāwhiti (incoming chairperson)
Lauren Miller - Mid Central
Shannon Gibbs – Greater Wellington
pending – Top of South /
Keziah Jones – Waitaha / Canterbury /Te Tai o Poutini / West coast
Michelle Scully – Te Tai Tonga / Otago/Southland
Tina Konia – Te Rūnanga,
Suzanne Rolls – Professional Nursing Advisor, NZNO

Acknowledge still need nominations for Tāmaki Makaurau

Anticipate that the committee portfolios may benefit from reorganisation to enable new and existing work to continue.

Outgoing committee members are thanked – Sue Stebbeings, Natalie Anderson, Anna-Marie Grace,

Also thanks and acknowledgement to Kaidee Hesford, Tanya Meldrum and Kathryn Wadsworth who left the committee prior to 2022 AGM

Closure / Karakia

1. Thank you to members for attending.
2. Notify of date, time, venue for next AGM will be at the CENNZ Conference on 19th & 20th October 2023. National network forums are planned for the 18th October.
3. Declare meeting closed at 1115.

MEMBERS PRESENT AT AGM

CENNZ Committee

Julie Manning

Tracey Chisholm

Heather Hocking

Suzanne Addison

Polly Grainger

Lauree Southerden

Brendon Tampus

Abby Golden

John Wylie

Rick Forster

Sandy Richardson

Angela Josephs

Lara Gleeson

Amanda Harrison

Natasha Kemp

Racheal Mills

Janet Andrews

Kathryn Wadsworth

Jo King

Sandy Brown

Leigh-anne Fearn.

Attachments

Copy of zoom Audio

Copy of Zoom Chat