



Enrolled Nurse Section
NEW ZEALAND NURSES ORGANISATION

NATIONAL ENROLLED NURSE COMMITTEE Meeting Minutes

Section/College:	Enrolled Nurses	File Record Code:	
Committee/Division/Region:	National Enrolled Nurses		
Purpose of meeting(optional):	Conference 2025		
Date & Time	18 March 2025 @ 1900hours		
<i>Location</i>	Via Teams		
<i>Facilitator</i>	Michelle Pratley		
Minute Taker	Angela Ritchie		
Attendees	Michelle Pratley, Angela Ritchie, Tina Giles, Suzanne Rolls, Gillian Rahui, Melissa Peterson, Debs Handisides, Glenda Huston		
Apologies	Gwen Ahuiri		

Conference 2025

Michelle welcomed everyone to the meeting

EN Presentations

Tania Coles – 2nd version distributed to the committee. Suzanne said that there is still not enough about her role and the EN's role with the Sleep apnoea programme. Why do they need a EN in the services? and what value does she add. Michelle to email her. The Committee accept Tania as a presenter with the above additions made to her presentation

Michelle

Michelle to ask Tania for a bio and a new professional picture of her – head and shoulders only

Melissa Peterson - Michelle praised Melissa for her written presentation, and said that it is a great reflection on EN's. Slides are yet to be added. It was agreed that we accept Melissa's presentation.

Melissa

Michelle to send her Photo and Bio for the handbook.

Melissa has requested to speak on the first day – noted by Tina

Tina

Shona Urganhart and Alexandra Wordsworth– Whitireia lecturers. Angela has spoken to them today they are in the process of being audited.

Shona apologized for not having anything to submit to the committee. Angela to email them and inform them of our next teams meeting and ask for something by then, also to ask for their bios and pics for the handbook. See attached document on what Shona has sent to date

Angela



EN presentation
abstract(1).docx

Other Speakers

- Michelle has had a reply from Debra Begg regarding Lorraine Hetaraka. She has confirmed that she will be presenting at conference.
- NZNO – Paul Confirmed
- NCNZ - Confirmed
- Suzanne is changing the title of her presentation to “Facing the Challenges and Challengers” Suzanne to send her Bio to Tina
- Tina to slot in the EN presentation on the programme – Melissa has requested that she have her spot on day one.
- Tina has received most of the Bios – these will be sent to Pivotal when we have them all. Michelle warned that Pivotal made several errors when they did the Christchurch handbook and it needed to be well edited and checked before the final print.

Tina

OTHER BUSINESS

- Michelle has sent out the notification regarding the **merging of TOTS with Canterbury**. It is not a Remit as originally thought, as a remit is to change something within the rules. It is a notification that TOTS and Canterbury are merging. Tam is keen to join the Committee of the new region.
- Suzanne and Michelle went through the **ARA submission** and have submitted this. This was sent to the committee and great piece of work by Suzanne and Michelle. Suzanne has had a reply from Ara and they will be a planning a meeting with them, date yet to be confirmed.
- **Survey Monkey** – on pause at present due to the response back from Sarah Gibbon. which will take some time to go through. We will not get this out in the short term. Discussion of it at conference will be a good platform. Angela to email Sharyne and advise her of the pause.
Michelle will send out our document and Sarah Gibbons response – for us to feedback as soon as possible.
We will go through this at the next teams meeting 31/03/2025 @ 1900
Glenda and Debs will not be able to attend but will both contribute to this.
Ideally the survey needs to be out by 07/04/2025 - closes 05/05/2025
- Email from NZNO re Special **general Meeting for Constitution** review. Glenda and Michelle are happy to be representatives
Registrations close 31/03/2025

Angela

ALL

Meeting set for 07/04/2025

Michelle has forwarded us this email – there is a link on feedback of the constitution
Can come back with things for this is to be discussed at our next Teams meeting – but we need something concrete to submit.

- **Conference gift from national Committee**

Originally it was decided at a previous meeting that we would make do with some left-over previous gifts, such as our ear buds. After some thought, considering this is the 60-year anniversary of EN's Aotearoa, Michelle thinks it will be a nice touch to have some special memento.

She has emailed Challenge Marketing; we were sent an email of coffee mugs and the keychains.

Coffee mugs \$9.10 + gst each

Key rings – flash light \$2.45 + gst

Leather look \$4.10 + gst

One similar to flat one in the picture + \$2.65 gst

It was decided that we have a key ring. The leather look one, the EN logo will be on this and the wording “60 years of Enrolled Nursing in Aotearoa “

There will enough ordered for the delegates and presenters – no extras. The funding for these will come out of the conference account.

Michelle to reply to Challenge Marketing regarding our decision

- We have had four retired EN's request to come to the celebration dinner. Tina is talking to Sharyne regarding separate billing of these. It was suggested that each of them be given something – it was decided they be given a delegate bag.
- Suzanne has emailed the link for the **next meeting** to everyone 31/03/2025 @ 1900-20230

ALL

Michelle

Tina

Meeting Closed: With no other business at hand Michelle declared the meeting closed @ 2010 hrs.

Next meeting: 31/03/2025 Team Meeting @ 1900 hours

Date minutes confirmed (usually done at next meeting)	Aug 25
Signed (Chairperson) <i>M. Pralle</i>	
Name <i>Michelle Pralle</i>	

NB: Please sign 3 copies of these minutes. One copy is then to be given to your Chairperson, one copy is kept by the regional Secretary for archiving, and one copy is to be sent to the National Enrolled Nurse Section Chairperson.