



Enrolled Nurse Section  
NEW ZEALAND NURSES ORGANISATION

## Enrolled Nurse Section NZNO Committee Meeting Minutes via Zoom 29<sup>th</sup> July 2020

Section/College:	Enrolled Nurse Section NZNO	File Record Code:	
Committee/Division/Region:	National Committee		
Purpose of meeting(optional):	Zoom discussions - prior to National Committee Meeting in Wellington next week at the NZNO National Office		
Date & Time (dd/mm/yyyy):	29/07/2020 7pm		
Location (eg city):	Zoom Meeting		
Facilitator	Robyn Hewlett - Chairperson		
Minute Taker	Charmaine Parker - Secretary		
Attendees	National Committee: Robyn Hewlett (Chairperson/Submissions Co-editor Panui), Charmaine Parker (Secretary) Tina Giles (Treasurer & Vice Chairperson), Michelle Prattley (2 <sup>nd</sup> Minute Taker and Membership Officer), Suzanne Rolls (Professional Nursing Advisor NZNO), Debbie Handisides (National Committee Regional Enrolled Nurse Sections Liaison Officer & Action Plan), Tam Gibbison (Committee Member), Dalreen Larkin (Te Runanga Representative/Editor Panui)		
Apologies	Nil		

Summary of Actions from this meeting	Person Responsible
Add criteria – must be a qualified EN and must be a member of the EN Section both for a minimum of 6 months, to meet criteria for EN funding.	Robyn to update criteria document and add to website by Sharyne Gordon
Printing of the EN Survey – to be printed once number of pages are decided on. Was thought it was 80 pages, but as a Committee discuss content – and will be around 10-15 pages approx.	Discuss at National Committee Meeting: Decided on number of pages: Committee Re price/quote the lesser pages required: Robyn
NZ Nursing Council – discuss EN Survey	Discuss at National Committee Meeting Date and time: check confirmed – send reminder
NZ Nursing Council – discuss Transition from EN to RN	Discuss at National Committee Meeting Date and time: check confirmed – send reminder
Send funding to Kerri King	Treasurer to arrange transfer of funds with NZNO
Workforce Lead for ACE at TAS	Robyn confirm time prior to Committee Meeting
Rob Zorn	Discuss at National Committee Meeting Date and time: check confirmed – send reminder
Heather Woods	Discuss at National Committee Meeting Date and time: check confirmed – send reminder
Kevin Simmonds	Discuss at National Committee Meeting Date and time: check confirmed – send reminder
Re-advertise Committee Member position	Robyn to contact Sharyne Gordon re sending out email to members of the Enrolled Nurse Section NZNO

TOPIC	Discussion	Action
<b>Minutes of previous Zoom Meeting 16<sup>th</sup> June 2020</b>		Review and pass at August Enrolled Nurse Section Committee meeting
<b>Enrolled Nurse Section NZNO Education Fund for courses/conferences for qualified Enrolled Nurses who are members of the Enrolled Nurse Section NZNO</b>	<p>Kerri Jayde King Total = \$200.00 for wound care training Became a NZNO EN Member on the day of application, but meets the current criteria.</p> <p>Moved – Robyn Hewlett Seconded – Tina Giles</p> <p>In future add criteria to be a qualified EN Nurse Section Member for a minimum of 6 months, before EN's can apply for funding.</p> <p>Moved - Michelle Seconded - Debbie</p> <p>Another application was received, but they were not an NZNO EN Section Member. This was not processed due to not meeting criteria.</p>	<p>Tina to arrange for transfer of amount awarded to Kerri King</p> <p>Robyn to ask Sharyne to make changes to the criteria form and post on website</p>
<b>Cost of the Book Publishing - results of EN Survey</b>	<p>\$1,382.01 inc gst – 50 books Pivotal Printing Wellington \$1961.00 inc gst – 100 books including a digital copy.</p> <p>\$966.76 inc gst – 50 books Speedprint Dunedin \$1603.83 inc gst – 100 books including a digital copy.</p> <p>The pricing above was based on 88 pages, but in discussion – we will require a smaller number of pages – approximately 8-10 pages, will need to get re-pricing and bring to the National Committee Meeting next week.</p> <p>Copies required – 100</p>	<p>Wait to see how many pages are needed when committee members met in person next week.</p> <p>Once the page amounts are decided on: then further pricing will be needed.</p>

Topic	Discussion	Action
	20 DHB's Director of Nurses NZNO Library – 2 NZNO Professional Nursing Advisors Directors of Nursing Private Care providers e.g Aged Care Private Hospitals Directors of Nursing Committee members Regional Enrolled Nurse Sections Other Stake holders	
<b>Nursing Council of New Zealand Representatives            Catherine Byrne &amp; Pam Doole</b>	To meet with Committee Members next week to discuss the EN Scope of Practice Survey	Discuss at the National Committee Meeting, next week.
<b>Nursing Council of New Zealand Representatives,            Catherine Byrne, Pam Doole –            to meet with Committee Members next week</b>	To discuss bridge from EN to RN – we will request that the NZ Nursing council writes a letter so we can post it on the NZNO website regards the outcome. 3pm 5 <sup>th</sup> August 2020 Robyn informed those present that Catherine Byrne had indicated in an email that she may be bringing Annette Huntingdon, Acting Director of Education, Nursing Council of New Zealand Robust discussion on the following: Staircase model – pathway, HCA, EN, RN, NP Costly for Enrolled Nurses NZ Diploma in Enrolled Nursing- qualification, pathway in, recognition of education, Advocate for Enrolled Nurses	Discuss at the National Committee Meeting, next week
<b>Jane Bodkin, Clinical Nurse Advisor, Chief Nurses Office, Ministry of Health</b>	Coming to the Committee Meeting 11am on the 5 <sup>th</sup> of August 2020	Confirm – reminder – send prior to date
<b>Kamini Pather, Workforce Lead, Nursing, ACE, TAS</b>	Invited to speak about the ACE programme for EN's and progress so far. Enrolled Nurses must apply for ACE before applying for positions that are above 0.8FTE 6 <sup>th</sup> August, time still to be confirmed	Confirm time prior to committee Meeting

Topic	Discussion	Action
Rob Zorn, Communications / Media Advisor, NZNO	Progress our EN marketing plan Will confirm date and time closer to the event	
What will happen when Cheques aren't acceptable	Question from a Regional Enrolled Nurse Section	Invite Kevin Simmons – the accountant for NZNO
Heather Woods, Librarian/Records Manager, NZNO	To progress the storing of the Korowai at NZNO. EN Section will pay for a cabinet. Following up discussions from Feb 2020	Invite for an afternoon, to call upon her
Submissions to the Mid Central DHB, Restructure of the "Older Adult Model of Care"	9 EN's positions in Star1– decisions will be made ?tomorrow. Robyn Hewlett had emailed all the Central Region EN Section members in regards to the restructure at Mid Central Health and doing a submission. She sent the submission to the EN's in Star1 who had responded back. Robyn included in the email to all Central Region members re reforming the Central Region EN Section. Not one Enrolled Nurse had responded back indicating their interest.	Discuss at next weeks Committee Meeting.
Discussion Re Enrolled Nurses as Preceptors and Preceptor Training for Enrolled Nurses	Letter sent out to District Health Board DON's, minimal responses received back	Discuss at next weeks Committee Meeting.
Tam Gibbison, Enrolled Nurse. Top of the South	Following the advertisement of vacancies on the EN Section NZNO Committee – one nomination received of Tam Gibbison. Accepted by the Committee Moved – Robyn Hewlett Seconded – Tina Giles <b>Carried</b>	
Vacant Enrolled Nurse Section Committee Member position	We need another National Committee Member, decided to advertise again.  Moved – Robyn Hewlett Seconded – Tam Gibbison	Robyn to ask Sharyne to send an email out to all Enrolled Nurse Section members

Meeting Closed (Time): 20.30

Next meeting will be held at NZNO Wellington Office: **Wellington 5<sup>th</sup> and 6<sup>th</sup> of August 2020**

Date minutes confirmed:	6/8/2020
Signed:	<i>R. Hewlett</i>
Name:	Robyn Hewlett chairperson