

Enrolled Nurse Section NZNO National Committee Meeting Minutes

Section/College:	Enrolled Nurse Section NZNO	File Record Code:	
Committee/Division/Region:	National Enrolled Nurse Section NZNO Committee		
Purpose of meeting(optional):	National Enrolled Nurse Section NZNO Committee Meeting		
Date & Time (dd/mm/yyyy):	10/08/2022 Commenced 08:45am Tuesday. Closed Approx 4:30pm 11/8/2022 Commence 09:00am Wednesday. Closed Approx 2:45pm		
Location (eg city):	NZNO building Wellington, Level 3, conference room		
Facilitator	Michelle Prattley – Chairperson		
Minute Taker	Tamara Gibbison – Secretary		
Attendees	Michelle Prattley, Gwen Ahuriri, Jo Gore, Melissa Peterson, Sharyn Ford, Kate Weston		
Apologies	Suzanne Rolls		

Correspondence in & Out	<p>IN : Jane NCNZ – Project plan, TOR design, TOR sector ref Group, Nominations for committee – Sharyn Ford accepted, Tina Giles declined as does meet criteria, Alfana Shazmeem for education fund – declined as does meet criteria as not part of NZNO EN section and not meeting criteria, Nomination National EN Day Award from Val Scott for Gwen, Belinda – Strategic plan – on the Agenda, Catherine Bryne letter re scope of practice, letting EN section re meeting. Christine Clapott NZNO Award for Angela Crispin. Letter from Wellington EN section re the section to college.</p> <p>OUT: Webinar Certificates, National Day Awards, NZNO Award for Angela Crispin, Jance NCNZ invite, Rob/Hugo invite, Jane Bodkin invite, Alfana Shazmeem – education fund response, Letter sent to Sharyn & Tina.</p>	<p>Michelle Prattley to respond back to GWEN's letter re section to College.</p> <p>Moved – Michelle Prattley Second – Tamara Gibbison</p>
Membership lists & Associate Membership	<p>657 EN Section, this has gone down due resignations from the section – retirement, mandate.</p> <p>Thoughts to do a membership drive to encourage Enrolled Nurses to join the section. Committee to think on individually on ideas and to regroup at a later date ie Zoom</p>	
Section Reports	<p>Reports received from Auckland, Canterbury, Southern & Tai Tokerau</p>	<p>Apology from Midlands, Wellington, BOP/Tairawhiti, Verbal given by TOP however not enough content to do a written report</p>
1. Documenting the Korowai History and on website	<p>Robyn Hewlett has made a start, is happy to continue to work on the history of the Korowai. As soon as this has completed Robyn will send through the to EN National Section to review.</p>	

	<p>Theme for Conference 2023 - Enrolled Nurses Making a difference Dinner Theme – Divas Gold Awards Night</p> <p>Emailing out now for EN expression of interest for presentations for conference and for committee to approve. Discuss further next meeting.</p> <p>Registrations to put online in December 2022 – pending</p>	
6. Rob/Hugo Marketing Plan	Unable to meet with us on this face to face meeting and to reschedule for the next face to face meeting.	Michelle to email with notice
7. Meeting Dates Oct 22, Feb 23, May 23, Aug 23, Nov 23	<p>Moving the dates from 31st & 1st Nov 2022 to October 26th & 27th 2022. Travel 25th</p> <p>February 15th & 16th 2023 – travel 14th</p> <p>May 25th after conference with regional chairs</p> <p>Discuss other meeting dates at May meeting 2023.</p> <p>Teams meeting as needed</p>	
8. Committee Positions	<p>Positions available; Membership officer & Regional EN Section liaison officer</p> <p>Membership officer – Sharyn Ford</p> <p>Regional EN Section liaison officer – Gwen Ahuriri</p>	<p>Move: Michelle Prattley Second: Melissa Peterson</p> <p>Move: Melissa Peterson Second: Tamara Gibbison</p>
9. College and Section Day Presentation	<p>Michelle created presentation of 1 slide of the Success, challenges and Future of our National section. This has been sent through to NZNO.</p> <p>Success – Review of scope of practice & authorized vaccinator</p> <p>Challenges – retaining staff, study & progression of nursing roles</p> <p>Future – Bridging programs, recognition for knowledge, skills in the new health system with DHB standardizing recognition of skills and knowledge</p>	

14. NZNO Guidelines on the place of the Enrolled Nurse in the NZ Health Care System	Review document at next face to face meeting in October 2022	
15. NZNO Organiser Guidelines re Enrolled Nurses and Enrolled Nurse Section in NZ	Michelle has organised to meet with Rob Zorn to discuss Marketing plan for the next face to face in October	Michelle to invite Rob Zorn with dates
16. Enrolled Nurse Strategic Plan 2021-2026	Received communications from Belinda Tuari-Toma regarding strategic plan with attention to Maranga Mai campaign.	To be discussed and Reviewed at October meeting with Suzanne Rolls before changes made/resubmitting
17. Enrolled Nurse Section Rules	Received communications from Belinda Tuari-Toma regarding rules. Draft received from her with additions to reflect Tiriti O Waitangi	To be discussed and Reviewed at October meeting with Suzanne Rolls before resubmitting.
18. NP/EN Governance Group	Robyn Hewlett to continue with NP/Governance Group, the committee has agreed for Robyn to continue with this work.	Michelle to email Robyn Hewlett to advise. Moved: Michelle Prattley Second: Gwen Ahuriri
19. Microsoft Publisher for Laptop	Secretary request for Microsoft Publisher for laptop, Tam to arrange, have spoken to Computer tech for cost of license and install. Cost for Products inclu GST \$220 and no cost for install.	Moved: Gwen Ahuriri Second: Sharyn Ford

Meeting Closed (Time): 10th August closed @ 430pm, 11th August closed @ 2:45pm
Next meeting/teleconference will be held (Date and Time): October 26th and 27th 2022

Date minutes confirmed (usually done at next meeting)	
Signed <i>M. Prattley</i>	
Name <i>Michelle Prattley</i>	