



Enrolled Nurse Section
NEW ZEALAND NURSES ORGANISATION

National Enrolled Nurse Section NZNO Meeting Minutes 2 & 3rd February 2015

Section/College:	Enrolled Nurse Section NZNO National Committee	File Record Code:	A876.01
Committee/Division/Region:	19th Enrolled Nurse Section NZNO National Committee		
Purpose of meeting(optional):	National Committee meeting		
Date & Time (dd/mm/yyyy):	02/02/2015 Meeting opened @1000/closed @1600; 02/02/2015 Meeting opened @0900/closed @ 1555;		
Location (eg city):	NZNO National Office, 57 Willis Street, Wellington		
Facilitator	Leonie Metcalfe		
Minute Taker	Anita Te kahu		
Attendees	Leonie Metcalfe (National Chairperson Midlands), Anita Te Kahu (Secretary & ENS TR Rep), Jo-Anne Thomson (Treasurer: Southern Rep), Bernie Morgan (Vice Chairperson & Membership Officer: Westcoast), Maree Hurst (EN Section Liaison		

	<p>Officer :Canterbury) Brenda Columbus (Canterbury) , Angela Crespin (Greater Wellington) Suzanne Rolls (Professional Nursing Adviser) 03/02/2015 Pam Doole(Strategic Projects Manager Nursing Council of New Zealand) Kerri Nuku Kaiwhakahaere Te Runanga o Aotearoa NZNO Marilyn Head NZNO Snr Policy Analys</p>
Apologies	Nil

Summary of Actions from this meeting	Person Responsible
Send invite to Dr Kathryn Holloway Dean of Nursing Whitireia Campus to speak on panel.	Angela
Send out confirmation letter to Abstract speakers (Done)	Angela
Invite Des Gorman Workforce New Zealand to speak on panel	Suzanne/Leonie/Angela
Invite Des Gorman Workforce New Zealand to speak on panel	Angela & Leonie
Post National EN Committee and Regional Chairs meeting to be extended to Mac Brewery	Angela
Send out 'Call' for Remits to Regional Chairs (sent on web)	Sharyn
Send out 'Call' for 2 nominations as 2 reps stepping down plus 2 current reps for re-election to complete their four year tenure plus one seat open & Awards for those in regions who have given time and dedication to encourage EN Nursing in region. Sent to all Regional Chair's. (Done)	Sharyn & Leonie
Discussion on how many reps from one Region, to be had with 'Chairs'	Leonie EN Section will submit remit
Juke box to inquire to have Kareoke attachment	Angela
Bamfords (Sponsors) to give presentation on DVTs' if not available to contact Maree, who had a presenter @ their study day.	Angela ? Not sure about this
Bamfords to ask to insert wound products to bags	Angela
Kirkcaldies & Stains to have a stand (to measure members for 'bras')	Angela
Ask if permission has been given for the use of photos in Abstracts (Code of Conduct)	Angela
Teleconference to discuss the nominations set for the 5 May @ 1930	Leonie
To re visit Whitireia Campus Dip EN students; Anita to make contact with Ros Leahy lecturer	Angela & Anita
Send in pictures with names attached to go onto the EN website ongoing	NENS & Sharyne ongoing to update website
Invite The Editorial Team NZNO Anne Manchester and Teresa O'Connor & Alison Hussey, Senior Advisor – Nursing Office of the Chief Nurse, Ministry of Health.	Angela & Leonie
Source Source scissors' for conference Gifts Pens?	Anita
Look at contentious DHBs who don't employ ENs.	Leonie (conversation with Kerri & Marion)

TOPIC	Discussion	Action
Minutes of last meeting 4 & 5 November 2014 Plus Corrections 11 & 12 August 2014	Corrections: Remove Draft, from 4th & 5 November Minutes. Attendees to read Maree Hurst (EN Section Liaison Officer Canterbury) Page 8: x2 Treasures Day, removed the comer Page 10 served to replace serviced Discussion to replace dusuccion. Corrections for August Minutes 2014 page 7 Proficient to replace Professional Moved: Brenda Seconded: Maree Abstentions: Nil Carried	As recorded by Anita Te Kahu
Matters Arising from previous minutes	Achieved a formalized letter to employers including dates plus informing of EN Conference & AGM Invite list sent out to attend EN AGM & Conference Sent out draft copy of Conference from GWEN to National committee Submission sent in re: perioperative assistant to the Anesthetics 14/11/14 Informed Regional Chairs that Bernie is now Membership Liaison Officer Thank you letters sent to those who sent in feedback forms re: Education Fund Draft for remits commenced Leadership Awards generic letter formulated to heads of schools Website up dates: Call for abstracts & Nominations	Leonie, Angela, & Suzanne

Inwards correspondence	Moved Leonie Seconded Anita Carried Abstentions:	As recorded by Anita Te Kahu
Outwards correspondance	Moved Leonie Seconded Anita Carried Abstentions:	As recorded by Anita Te Kahu
Financial Report	All Monies carried over Cheque Account : \$20,995.59 Term Deposit Nov-Feb \$39,169.55 Matures 02/02/2015 Moved Leonie Seconded Bernie Carried Abstentions:	Current Statements presented by treasurer Jo-Anne Thomson Spot checks Date Cheque No: Payee: Nature of payment: Total 3.1.15 1789 Angela Crespin Catering/Travel \$114.17 3.2.15 1790 Leonie Metcalf Bus/Meals/Courier \$ 96.92 3.2.15 1791 Maree Hurst Luch/Bus/Kms \$ 56.30 22.1.15 1781 Astella Apts Nat. Com \$447.00 22.1.15 1782 NZNO GST A/c \$884.00 3.2.15 1786 Brenda Columbus Meal/Travel \$ 30.00 3.2.15 1787 Bernie Morgan Meal/Travel \$119.64
Membership	Currently 1,004 members.	Bernie Morgan(Vice Chairperson & Membership Officer: Westcoast)
Newsletter	Up dated	Maree Hurst (EN Section Liaison Officer :Canterbury)
Conference 2015	As presented by Angela Crespin Discussion Panel	Suzanne Rolls will speak on Thursday 18th June on “Nurses Making A Difference in Health Care” NZNO latest Campaign Panel Discussion Andrea McCane DON CCDHB Lucy Prinsloo Educator “EN Programme” Southern Marilyn Head Senior Policy Analyst NZNO Dr Kathryn Holloway Dean of Nursing Whitireia

	<p>Letter for employer</p> <p>Speakers Gifts</p> <p>Sharing out of jobs to GWEN section members</p> <p>Gifts from GWEN</p> <p>Gift from National Section</p> <p>International Speaker, Thursday 18th June</p> <p>AGM</p> <p>Accommodation</p>	<p>to follow up with an email to confirm payment.</p> <p>A set letter for the employer is in the Regional Hand Book also on the NZNO generic forms list under Groups/Sections support letter to employees'</p> <p>Done</p> <p>This will be organized at next Regional meeting 14 March 2015.</p> <p>Small hand held wind mills.</p> <p>Still in progress, subject to budget. Looking at options Pens for bags (code no: MOO1000 – Maxim Signature Promotions)</p> <p>Rosie Curran-Benger Enrolled nurse at HCA Adelaide Area, Australia Health, Wellness and Fitness An update of Enrolled Nurses in Australia.</p> <p>In preparation for AGM: Call for remits Nomination process – call for nominations Call for Awards Persons responsible in Action Plan.</p> <p>An overview and list of Hotels and Motels near the venue. National ENS Chairperson, Treasurer, vice Chair and Secretary staying at the West Plaza with GWEN</p>
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	<p>Number of Reps from one region: Discussion:</p> <p>Remit Amendment.</p> <p>Nominations</p>	<p>members. Currently there are no rules to limit how many committee members can sit at the table from one region. There is a need for dialog with regional chairs, to fit and manage the criteria of this rule. Geographically to have no more than two from on region. Question from Suzanne: Q: What happens when the Chair is also from the same region? This puts strain onto the region and resource's if the committee members are employed for the same employer. To format a Rule to limit each region to only have two members on the NENS Committee.</p> <p>Remit Amendment to 3a (1) NENS Committee Membership shall be no more than Two elected members from the same Regional Section.</p> <p>Amendment will read: iii) No more than Two (2) elected NAT committee members from the same regional section, plus 1 Te Runanga rep. Rational: To ensure fair geographical representation on the ENS Committee. To eliminate regional bias. Moved Anita Te kahu Second and Bernie Morgan</p> <p>Calling for national committee nominations One vacancy for Te Runanga Rep Four vacancies for National Committee Member</p>
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	<p>Report for AGM about Achievements' made:</p> <p>Website to be updated constantly. Discussion re updating format of EN Section newsletter</p> <p>Webex</p>	<p>Bernie and Maree are eligible to re-apply for another term of office Jo-Ann Thomson (Southern) & Anita Te Kahu (TR) have completed their two x two terms of-office Nomination forms and position descriptions are available for download from the EN Website Due 5pm Friday 24th April 2015 Call for Remits and Rule Changes Due 5pm Friday 24th April 2015 5 Weeks and two days to allow for a further call for nominations or if required the voting process.</p> <p>Contingency Plan for election of a new EN for the TR rep position. There is the fear of losing this position completely if no nominations are received</p> <p>Maintaining a relationship with NENS Australia, by extending an invitation to speak at our Annual EN Section Conference</p> <p>Putting forward the NAT EN Voice: Submissions' on current issues impacting on the EN or Public interests. Not easy to navigate.</p> <p>Collate pictures of current NENS members with profiles behind the face when member touches the image.</p> <p>PGI Lucas Gordon support person for WebEx. Discussion around whether EN Section Committee may Look at some training in the use of WebEx.</p>
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<p>Nursing Council New Zealand</p>	<p>Pam Doole (Strategic Projects Manager NZNC)</p>	<p>Meanwhile Committee are encouraged to look at self directed learning online (Good support available)</p> <p>Pam gave a brief update on NCNZ. Recent election held September 2014. 2 members returned 4 members their terms have finished – no replacements at present. Can continue day to day work but cannot pass new policies. MOH to appoint new members. Current work being discussed: RN Prescribing – working in Primary Health setting RNs’ prescribing, School Nurses, District Nurses. Looking at Patients Health Priorities Sexual Health Children and young persons: Lice – Scabies – Sore throat Management – Rheumatic Fever – Cellulitis – Eczema – Wound Care Following Health Care Pathway & Primary Pathway & Alga Rhythms. Currently looking at requirements of qualifications the RN must have, specialized field – still in infancy stage. Question: Is this applicable to Mental Health and District Nursing: Schools – Public Health & Practice Nurses, might be applicable to other nurses? Question: What can be prescribed? Topical creams, contraceptives which till have to be referred to a GP, no funding available as yet.</p> <p>Nurse Practitioners Scope of Practice: Review the SOP as this was implemented 14 years</p>
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		<p>ago questioning its use. Submissions Close end of February 2015.</p> <p>Re-look at the Role, is it right, does it need to be broadened, or changed to fit in with patient and GPs' needs of today. Open for consultation & Feedback.</p> <p>Competence Reviews Process:</p> <p>Consultation processes on competency assess programs and International Nurses (CAP).</p> <p>Overseas nurses should have 2 years of practice experience before registering in NZ.</p> <p>Question: Competency review process to be used with International R/Ns what is the process for E/Ns</p> <p>NCNZ developing a new review process in conjunction with two Schools of Nursing (MIT & CPIT).</p> <p>Nurses will sit a multi choice test and assessed by role acting. Started July 2014 and are still refining process. Several smaller pilot schemes have been scheduled for 2015.</p> <p>Question: Any discussion with CPIT</p> <p>Might not fit a varied range of Nurses could be used for Manager – Educator; want to get it right at</p> <p>Want to use this simulation process on R/Ns first and get it right.</p> <p>The scenarios' should be able to set in many areas' Ward – Home –Clinic – looking at the nurse patient relationship and safety.</p> <p>Statistics:</p> <p>Annual Practicing Certificates 2829 for Enrolled Nurses (small pathway for E/Ns)</p> <p>Pam discussed some interesting statistics</p> <p>Because all the data has not been completed fully there are questions about accuracy of findings.</p>
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<p>NZNO President Equivalent Kaiwhakahaere Te Runanga o Aotearoa</p>	<p>Kerri Nuku, Kaiwhakahaere Te Runanga o Aotearoa NZNO</p>	<p>Question: Rate in Nursing Schools who drop out. Annual report for Schools seeking this answer. Question: Consistency of the PDRP Hard to comment, interpretation – cooperation against DHB & Nurses expected to delivery of same care. The need for a generic portfolio across all DHBs'. Feedback from NENS to Pam; Support into Practice Document going to BOD to be accepted and stamped approval. Angela (Chair GWEN) gave Pam an update on EN Conference June 2015; apologies from Pam and & Carolyn Reed, CEO Nursing Council of New Zealand - they will be attending the International Nurses Conference in Soul ,Korea. Submissions of research papers. ----- Where is NZNO going? Looking at the Strategic Plan and Core Business not really covered. NZNO BOD and Te Poari have been doing some work around the country of what members understood about the strategic plan. Identifying some key area, “Freed to Care Proud to Nurse” honouring Te tiriti o Waitangi for all People. Promoting Excellence in working Practice and developing appropriate models of care. Developing skilled nursing – ENS’ are encompassed in this work. Strategic Plan for government to look at plans for Work Force NZ. NZNO has to be fiscally prudent. We as an organization cannot be everything to everybody</p>
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		<p>without losing sight of what keeps NZNOs' core business Healthy.</p> <p>Vision for NZNO & Nursing 2020. Focus is on looking at Campaigns, projects with consistency and ensuring that everybody is moving forward together and not individually. (Don't work in Silo's)</p> <p>The CEO and the Team are working for consistency, a drive in membership, groups moving together, what is positive in one section to draw on and use in other areas, to work constructively.</p> <p>Kerri gave a profile of her working history, starting her nursing career as an Enrolled Nurse.</p> <p>About HBDHB and how ENs' were encouraged to transition onto RNs or risk having their jobs disestablished. The impact on those ENs who chose the latter was sole destroying.</p> <p>Her work as Kaiwhakahaere also gives Kerri the opportunity to raise the EN profile and ask the uncomfortable questions. We need to articulate the work that we are doing and promote our role.</p> <p>Margret Hughes from Christchurch and having Lucy Prinsloo as a speaker at your conference presenting her Thesis' are great advocates for the Enrolled Nurse.</p> <p>Sharing the information and sharing the hurt.</p> <p>Some of those BN students who have been unsuccessful in completing their studies have had to move out of the area to pursue their EN training.</p> <p>Kerri asked the DON at Midcentral 'What and how do other DHBs' do it? Why do some DHB's employ ENs while others choose to employ HCA's instead??</p> <p>6 months later ENs are being employed.</p> <p>Kerri has 6 monthly meetings with DONs especially</p>
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		<p>HB, not to be disempowered to push the NZNO Strategic Plan.</p> <p>Two monthly meetings with the Minister Mr. Coleman and Dr Jane O'Malley the advocate for the EN. Sharing our Vision.</p> <p>Risk:</p> <p>Kaiawhina (Assistant) this work project is cheaper a non-regulated workforce at the expensive of the EN workforce. Employers pay less/increase/decrease hours at will.</p> <p>HWNZ Grahame Benny is in talks with NZNO promoting the Maori Workforce program.</p> <p>The NZNO President Marion Guy has a lot of influence and connections to safely guide the EN.</p> <p>The NENS need to utilize these positions and maintain our relationships. Te Runanga o Aotearoa members expressions of interest for the upcoming TR; position on the NENS committee.</p> <p>Leonie gave an update to Kerri around what's currently happening in enrolled nursing.</p> <p>To get the ENSIPP Document passed through BOD, a brief explanation of what the document is.</p> <p>A 'Tool for those graduated ENs' and their employers.</p> <p>To support the student.</p> <p>National Awards: There are 7 education providers, it would be ideal for a National Committee Member to present a monetary gift and a certificate to the recipient who shows Leadership skills.</p> <p>Maintaining a relationship with the Schools.</p> <p>Constitution Rules: National Student Unions, to encourage our EN reps students to attend these Campus meetings. EN students have been excluding from these student union meetings and feel</p>
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<p>Regional Report</p>	<p>Vinnie Walters Angela Thompson Leonie Metcalfe Val Scott Helen Morgan Elsa Morgan Angela Crispin Debbie Hawkey Maree Hurst Robyn Hewlett Bernie Morgan Anita Te kahu</p> <p>Feedback from Submission: Marilyn Head NZNO Snr Policy Analys</p>	<p>Uncomfortable need to build a relationship. MIT (Manukau institute of Technology) have formed a relationship of engagement. Getting the students to work together. Leonie thanked Kerri for her time and her ongoing commitment to NZNO and for being a strong voice and advocate for enrolled nurses</p> <p>Northland Auckland Midlands BOP/Tairāwhiti Hawkes Bay Central Wellington Top of South Canterbury Southern West Coast No report from Te Runanga o Aotearoa Reports will be available for members to access on the NZNO ENs' web page.</p> <p>Marilyn Head was invited to join the table as she congratulated the National Committee on the Submission about Pharmac. A lot of the questions in the submission pushed a lot of buttons for those ENs who sent their feedback to Leonie who in turn sent on to Marilyn. Pharmac value NZNOs' feedback. Query as to funding of Epipens, Pharmac</p>
<p>General Discussion</p>		

<p>Review actions from meeting</p>	<p>Confirmation on a Panelist for the Conference 2015</p>	<p>can't get the manufactory to fund this.</p> <p>Marilyn Head NZNO Snr Policy Analyst Lucy Prinsloo Educator "EN Programme" has a speaking slot to present her thesis.</p>
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Meeting Closed: 1555
Next meeting 18 June 2015 Macs' Brewer Taranaki Street Wellington
Teleconference 5 May 2015 @ : 1930

<p>Date minutes confirmed (usually done at next meeting)</p>	
<p>Signed</p>	
<p>Name</p>	

NB: Please sign 2 copies of these minutes. One copy is then to be given to your NZNO national administrator, for archiving, and one copy is to be kept in CS records. Records more than 2 years old should be sent to your national administrator for checking against current archives and filing if needed.